

**January 12, 2010**

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

Meeting called to order at 6:02 PM by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Jim Rice, Jim Schroeder, Brian Buswell and Andy Kaftan.

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

The Committee reviewed the Existing and Future Land Use maps.

The Committee reviewed the vision, goals, objectives, and policies of the draft Land Use Chapter. The committee wanted to see a minimum lot size set for the keeping of livestock.

The Committee reviewed the draft Transportation Chapter. The Committee would like to see biking and pedestrian safety and routes considered when developing the visions, goals and objectives for this chapter.

The committee reviewed the draft Utilities Chapter. Some items the Committee would like to see in the visions, goals and policies for this chapter are; more handicap accessibility to public resources, cooperation with area clubs to promote handicap accessibility, promote existing handicap facilities, encourage renewable energy sources on a private scale, encourage the testing of private wells. The Committee would also like to see funding provided for the capital improvements and maintenance of the items in this chapter.

The next meeting date with Crispell-Snyder, Inc. is set for February 16, 2010 at 6:00 pm.

Andy Kaftan handed out a draft of the Animal Ordinance. The Committee went over this draft and suggested changes. Mr. Kaftan will bring a revised draft to the Committee at the next regular meeting on January 18, 2010.

Motion to adjourn at 10:06PM by Brian Buswell, second by Andrew Kaftan. Carried 5-0.  
Recorded by Alison Elliott

**January 18, 2010**

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

Meeting called to order at 6:01 PM by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Andrew Kaftan, James Rice, and Brian Buswell. (6:15)

Absent: James Schroeder

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Nancy Reidy – Animal Construction Fund, Gina Mason - Humane Society Representative, Paulette Hansen - Humane Officer, Carol Lass - County Board Supervisor, Julie Radke – County Board Supervisor, and Public.

Minutes from the December 15 & 21, 2009 Meetings were approved. Motion made by James Rice, second by Andrew Kaftan. Carried 4-0.

**Nancy Reidy, Animal Shelter Construction Fund**

The Animal Shelter Construction Group proposal to Monroe County was revisited.

The City of Sparta has approved the land acquisition.

Kyle Gibbens gave a report from the Highway committee. They are in favor of the land acquisition with the following conditions:

1. Fencing around the entire property. This will be readdressed with the Highway committee.
2. County will provide no site preparation.
3. A buffer zone be placed between their land and the private landowner.
4. The County will not pay for surveying. The committee directed Alison to contact the County surveyor to inquire about fees.

The lease will be for 99 years at \$1.00/year. If the shelter is not successful, all buildings revert to the County.

Committee recognized Jim Kuhn to speak. Jim referred to the first proposal from the Animal Shelter Construction Group and clarified points of discussion.

Motion was made by Brian Buswell, second by James Rice that two members from the dog control committee meet with the County Chairperson Rick Irwin, a committee member from the highway dept and members of the Animal Shelter Group to work out details and bring back recommendations to this committee.

Carried 3-1 (Gibbens) Brian Buswell and Andy Kaftan volunteered to participate.

Corporate Council will review the proposal from the Animal Shelter Group. The committee directed Alison to establish a budget that will allow for privatization in 2011.

**Dog Control Updates**

**Proposed amendment to Ch 5, entitled Animal Ordinance**

Andrew Kaftan reviewed the proposed amendment to Animal Ordinance. There were no questions or comments from the committee. Kyle Gibbens asked for comments from the public and they voiced the following concerns.

1. Close proximity neighbors should be notified that a restricted animal is being housed in their area. The Committee will notify the town board and let them take care of the notifications.
2. Proof of liability insurance to be required.
3. Uncollectible fines should be added to the tax bill if possible.

Andrew Kaftan reviewed the proposed amendments. A Motion was made by Brian Buswell, seconded by Jim Rice, to approve the proposed animal ordinance with the above amendments. Carried 4-0. While researching the Animal Ordinance, Andrew Kaftan found needed changes to bring the Monroe County General Code of Ordinances up to date and will be discussed at the next regular meeting set for February 15, 2010.

**Snowmobile Update**

Chad Ziegler gave the snowmobile update. Trails are still open. No other updates.

**Park & Forestry Update**

Community Service has been cutting, splitting, & stacking firewood at McMullen Park.

No progress on the theft investigation. Locks are fixed. There is replacement insurance with a \$500 deductible. Chad thinks the replacement cost for the stolen equipment will come to approximately \$1,000.

**Resolution to assume the ownership & operations of the Angelo Wayside.**

DOT is finished maintaining the wayside and wants Monroe County to take over. Resolution was given to Corporate Council for review. Chad presented the deeds. Town of Angelo approved \$500.00 in their 2010 budget for maintenance costs; the committee would like to get details of their commitment from the Town of Angelo in writing. County would prefer an annual commitment regarding the payment for maintenance costs. Chad will check on liability for acquiring another park. Motion was made by James Rice, seconded by Brian Buswell to forward the resolution on to the county board. Carried 4-0.

**Purchasing 45 acres in the Town of Lincoln (to add to County Forest).**

Discussion was held regarding the purchase. Property is surrounded on 3 sides by the Monroe County forest, the fourth side is bordered by the Jackson County forest. Property is listed for \$78,000; the Forestry Department has \$49,000 in the land acquisition account. Chad will check on the possibility of getting the Knowles-Nelson Stewardship Grant.

Motion was made by James Rice, seconded by Brian Buswell, for Chad to negotiate with the landowner for possible purchase. Discussion held. Vote 0-4. Motion failed. Topic postponed until next month for Chad to look into all the options.

**Financial Report - Vouchers - Inter-departmental Transfers**

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

2009 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$ 52.53	Parks	\$98.45	Parks	\$ 74.26
Forestry	774.47	Forestry	00.00	Forestry	0.00
Snowmobile	00.00	Snowmobile	00.00	Snowmobile	0.00
Total	\$ 827.00	Total	\$98.45	Total	\$ 74.26

2010 Forestry Voucher to WCFA for 1,679.01 was reviewed.

2010 Parks Voucher to Centurylink for 68.20 was reviewed.

Motion was made by Brian Buswell, second by James Rice to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures.

Carried 4-0.

**Sanitation & Zoning Updates**

**County Comprehensive Plan**

Next meeting with Crispell/Snyder for the Comprehensive Plan was set for 6:00 PM February 16, 2010 in the County Board Room.

An Intergovernmental Planning Workshop will be held February 3, 2010 at the Sparta American Legion from 7:00 PM to 9 PM.

**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	\$ 174.95	Sanitation	\$ 36.50	Sanitation	\$ 00.00
Zoning	9,819.85	Zoning	0.00	Zoning	00.00
Dog Control	674.91	Dog Control	166.81	Dog Control	00.00
Total	\$10,669.71	Total	\$203.31	Total	\$ 00.00

2010 Vouchers

Sanitation	\$252.65
Zoning	79.00
<u>Dog Control</u>	<u>651.52</u>
Total	\$983.17

Motion was made by Andrew Kaftan, second by James Rice to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Carried 4-0.

The next regular monthly meeting was set for February 15, 2010 at 6:00 PM

Motion to adjourn at 10:08 PM by Andrew Kaftan, second by James Rice. Carried 4-0.

Recorded by Sharlee Mittelstaedt

**February 15, 2010  
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee  
Courthouse Annex Meeting Room**

Meeting called to order at 6:00 PM by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Andrew Kaftan, James Schroeder, James Rice, and Brian Buswell.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Gina Mason - Humane Society Representative, Paulette Hansen - Humane Officer, Cathy Schmit – County Administrator, County Board Supervisor, and Public.

Motion made to approve minutes from the January 12 & 18, 2010 meetings by James Rice, second by Brian Buswell. Carried 5-0.

**Public Hearings:**

**Jerry Pientok, Wildcat Bluff Cranberry, S.7714 Crestview Dr., Eau Claire, WI 54701** for a conditional use permit for mineral extraction and processing to operate a wash plant and dryer on property located in parts of Sections 1, 2, 11 & 12, T17N, R1E, 600 acres, Town of Oakdale. Jerry Pientok was present.

Mr. Pientok explained the process and operation. Per phone conversation, the Town of Oakdale has no objection to this permit. Questions from the public were asked and answered. The committee asked some questions and then discussed the matter. A motion was made by James Rice, second by Brian Buswell to approve the Conditional Use Permit with the following conditions.

1. Obtain necessary permits from WDNR
2. Comply with all State, County and Local Ordinances and regulations
3. Plant may operate 24 hours a day unless an adjacent property owner with full time residence, has an issue, then, the plant shall operate during daylight hours only.
4. No engine braking shall be allowed on town roads. Applicant shall provide proper signage.
5. Bonding shall be obtained for the town roads. Motion carried 5-0.

**Timothy Higley, 5415 Candle Ave. & Michelle Sobkowiak, 6912 Canary Ave., Sparta, WI 54656** for a conditional use permit to house and breed 5 or more dogs on property located in the SE ¼ of SE ¼ Section 28, T19N, R4W, Town of Little Falls, parcel Id 026-00579-2200. Michelle Sobkowiak and Timothy Higley were present.

Michelle raises and breeds Siberian Huskies and often takes in rescues. Future plans include a boarding kennel. The Town of Little Falls sent a letter recommending the permit be granted. Public input. Committee questions.

Motion was made by James Schroeder, second by James Rice to approve the permit. Motion was made by Andrew Kaftan, second by James Rice to amend the motion to include the conditions that their state kennel license must be kept current and compliance is met with all County dog regulations. Motion on amendment carried 5-0. Original motion as amended carried 5-0.

**Brent Taylor & Dawn Dwyer, 4401 Cty Hwy I, Sparta, WI 54656** for a conditional use permit to house and breed 5 or more dogs on property located in the SW ¼ of SE ¼ Section 26, T19N, R4W, Town of Little Falls, parcel Id 026-00529-0000. Brent Taylor & Dawn Dwyer were present. The Town of Little Falls sent a letter recommending the permit be granted. Motion made by Andrew Kaftan second by James Schroeder to approve permit provided they are in compliance with State, County and Local regulations and ordinances. Carried 5-0.

**Closed Session**

Motion Made by James Rice second by Brian Buswell to go into closed session pursuant to Wisconsin State Statutes 19.85 (1) (c) to conduct annual performance evaluation for the Sanitation, Zoning & Dog Control Administrator. Roll call vote: Kyle Gibbons-yes, Jim Rice-yes, Andy Kaftan- yes, Brian Buswell – yes and Jim Schroeder-yes. Cathy Schmit was also present. Motion by Kyle Gibbens, second by Jim Rice to retain Alison Elliott’s employment with favorable evaluations. Carried 5-0.

Motion was made by James Rice, second by James Schroeder to go back into open session. Roll call vote: Kyle Gibbons-yes, Jim Rice-yes, Andy Kaftan-yes, Brian Buswell–yes and Jim Schroeder-yes.

**Dog Control Updates**

Alison Elliott discussed the Year-end budget report and the affect of the new 2009 fees.

**Fees and forms Ch 5, entitled Animal Ordinance**

Committee discussed structuring the fees (what to base them on) for the new Animal Ordinance and having a sunset fee to encourage current owners to get permits quickly. This would last until April 20<sup>th</sup> at which time the fees would be adjusted. There will be a separate application fee and a separate permit fee per animal.

Motion was made by Andrew Kaftan, second by James Schroeder to set the application fee at \$50.00 per animal with a permit fee of \$25.00 per animal. There will be a grace period until April 20, 2010. Motion carried 5-0.

Alison Elliott will do a press release as well as putting the information on the website.

The following items to be included on next month's agenda:

1. Alison will check with other Counties to review their procedures and fees.
2. Alison and Paulette will have figures specifying the cost of feeding and housing the animals.
3. Alison, Paulette and Corporate Council will have an application prototype.

#### **Paulette Hansen - Advisory Committee meetings for WI Act 90 Dog Sellers Licensing Program**

Paulette does not know at this point in time if she will be on this committee. Will be put on next month's agenda.

#### **2011 Budget**

There will be nothing to report until the subcommittee can give information on the new dog shelter. Committee will check with Kathy Schmit, County Administrator regarding any new budget processing.

#### **Snowmobile Update**

Chad Ziegler gave the snowmobile update. Trails are open and in good condition. The county received the final payment for project S-3813 (approx. \$4500) from the DNR for the replacement of three bridges on the Elroy – Sparta Bike Trail.

#### **Park & Forestry Update**

Monroe County has joined with Jackson County to bid on the planting of approximately 23,000 new trees in our county. The cost will be approximately \$50 per 1,000 trees. This price was almost half as much as the bids from two years ago. Three timber sales are set up for bidding in April; one more may be completed in time for the bid opening.

#### **Line item transfers**

Chad explained the line item transfers specifically the one for LTE unemployment. After review of Parks and Forestry line item transfers; motion made by James Rice, second by James Schroeder to approve as presented. Carried 5-0.

#### **WCFA Spring Meeting – Thursday and Friday, March 25<sup>th</sup> and 26<sup>th</sup> in Wausau**

Motion made by James Rice second by Brian Buswell to approve Chad Ziegler plus one committee member (James Schroeder may go) to attend the WCFA Spring Meeting. Carried 5-0.

#### **Angelo Wayside**

Angelo verbally offered \$500/year for maintenance. The Finance Committee requested a long term commitment in writing. Angelo then withdrew their offer completely. Chad revised the resolution to make the details more accurate. The operating cost (estimated at \$1500) could be added to the Parks budget from the contingency fund or funds could be reallocated within the current park budget.

Motion was made by Brian Buswell, second by James Schroeder to rescind the original resolution to assume ownership of Angelo Wayside. Carried 5-0

Motion was made by Brian Buswell, second by James Schroeder to approve the amended resolution striking the last sentence of the fourth whereas and amending the fiscal note to say: The annual operating expenses are calculated to be of a value of approximately \$1500.00 per year; capital improvements are not anticipated for the 2010 budget. Forest and Park Administrator anticipates reallocation of current resources from parks to manage this property. Carried 5-0.

Chuck Bluske thought that the county Highway Department may be responsible for keeping the boat launch open if the wayside were to close. Chad will check into this matter.

#### **Purchasing 45 acres in the Town of Lincoln (addition to county forest)**

There is \$49,000 in the Forestry Maintenance and Land Acquisition line item.

Chad explained that the grant money from the Knowles – Nelson Stewardship program will not be available until the grant rules are written. Monroe County could apply for a County Forest project loan from the WDNR which is an interest free loan that would get paid back to the state at an annual rate of 20% of the annual timber sale revenues.

Discussion was held regarding authority to negotiate with the landowner and the financial structure to pay for the property if the acquisition was approved.

Motion was made by Andrew Kaftan, second by James Rice to check with Corporate Council to see who has decision making authority and to determine a financial structure to pay for this. Carried 5-0

#### **Financial Report - Vouchers - Inter-departmental Transfers**

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$ 271.58	Parks	\$00.00	Parks	\$ 00.00
Forestry	38.16	Forestry	00.00	Forestry	0.00
<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>0.00</u>
Total	\$ 309.74	Total	\$00.00	Total	\$ 00.00

Motion was made by Brian Buswell, second by James Rice to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Carried 5-0.

**Sanitation & Zoning Updates  
County Comprehensive Plan**

Next meeting with Crispell/Snyder for the Comprehensive Plan was set for 6:00 PM February 16, 2010 in the County Board Room.

Alison Elliott explained the acquisition of the new bulk mailing procedures.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$ 175.84	Sanitation	\$ 00.00	Sanitation	\$ 00.00
Zoning	3,810.59	Zoning	0.00	Zoning	00.00
<u>Dog Control</u>	<u>485.27</u>	<u>Dog Control</u>	<u>140.42</u>	<u>Dog Control</u>	<u>41.29</u>
Total	\$4,471.70	Total	\$140.42	Total	\$ 41.29

Motion was made by Brian Buswell, second by Andrew Kaftan to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Carried 5-0.

**Annual Report:**

Alison Elliott briefed the Committee on Sanitation and Zoning year-to-date statistics. Financial Reports were reviewed and discussed.

**Line Item Transfers:**

Alison Elliott reviewed the line item transfers for the Zoning and Dog Control departments. After review of Zoning and Dog Control expense line item adjustments, a motion was made by Andrew Kaftan, second by James Schroeder to approve as presented. Carried 5-0.

**Shoreland Zoning Ordinance revision –**

The state is offering a 75% grant for the cost of updating the Shoreland Zoning Ordinance. The Committee gave Alison Elliott permission to apply for this grant if it is cost effective.

The next regular monthly meeting was set for March 15, 2010 at 6:00 PM

Motion to adjourn at 10:50PM by James Schroeder, second by Brian Buswell. Carried 5-0.

Recorded by Sharlee Mittelstaedt

**February 16, 2010**

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

Meeting called to order at 6:03 PM by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Jim Rice, Jim Schroeder, Brian Buswell and Andy Kaftan.

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

The Committee reviewed the vision, goals, objectives, and policies of the draft Utilities Chapter.

The Committee reviewed the vision, goals, objectives, and policies of the draft Transportation Chapter. The committee added a goal of looking at traffic flow to encourage safety and a policy to work with the rail roads to ensure safety at crossings.

The Committee reviewed the summary of the second intergovernmental meeting.

Kyle Gibbens suggested that local fire departments be contacted with regards to driveway safety. He would like to ask their opinion on what would be a safe width, turn radius and percent slope for future driveways.

The next intergovernmental meeting date is set for April 7, 2010 at 7:00pm at the American Legion.

The next meeting date with Crispell-Snyder, Inc. is set for March 16, 2010 at 6:00pm.

The Committee reviewed the Memo to be sent out to municipalities to invite them to the next intergovernmental meeting.

The Committee reviewed the draft Intergovernmental Chapter. When developing the visions, goals and objectives for this chapter the Committee would like to encourage more interaction with the Mississippi Regional Planning Commission. Some other suggestions were to encourage the community to participate in a Joint Land Use Study with Ft McCoy, develop a "one-stop-shop" for land use information and regulations and to schedule biannual intergovernmental meetings.

Motion to adjourn at 7:54pm by Andrew Kaftan, second by Jim Rice. Carried 5-0.

Recorded by Alison Elliott

**March 15, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee  
County Board Room**

Meeting called to order at 6:00 pm by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Andrew Kaftan, James Schroeder, James Rice, and Brian Buswell.

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

Motion made to approve minutes from the February 15 & 16, 2010 meetings by Brian Buswell, second by James Rice. Motion carried 5-0.

**Public Hearings:**

**Paul Wolf**, 27101 Cty Hwy CA, Tomah, WI 54660 for a conditional use permit to place fill in a Shoreland Zoning District to construct a bridge across the Kickapoo River for private access to woodlands on property located in the SE ¼ of the SW ¼ Section 26, T15N, R2W, parcel #038-00542-0000, Town of Sheldon. Paul Wolf was present. The Town of Sheldon submitted a letter of approval.

Mr. Wolf explained the specifics and the purpose of the bridge project. Mr. Wolf has also been working with the DNR. There was no public input. The committee's questions were answered.

A motion was made by James Rice, second by James Schroeder to approve the Conditional Use Permit with the conditions that Mr. Wolf has the approval of the DNR and has obtained a land use permit prior to construction. Motion carried 5-0.

**Northern States Power Company**, d/b/a/ Xcel Energy, Phillip Lysdahl, Senior Land Rights Agent, 1414 West Hamilton Ave POB 8, Eau Claire WI 54702-0008 & Karl Melnick 1121 Lauderdale Place, Onalaska, WI 54650 for a conditional use permit to build an electric switching station on property located in the NE ¼ of NE ¼ Section 22, T19N, R5W, Town of Little Falls, parcel Id 026-01210-2000. Phillip Lysdahl and Karl Melnick were present. The Town of Little Falls submitted a letter of approval.

Northern States Power Company intends to replace the manual switches with automatic switches. Specifics were given as to the size of the switching station and how Northern States Power Co. plan to address safety concerns. There was no public input. The committee questions were answered.

Motion was made by James Rice, second by James Schroeder to approve the permit as presented. Motion carried 5-0.

**Ron Sneider, WDNR: Approve Emergency Fire Wardens (See attachment)**

The county must approve the volunteer Emergency Fire Wardens annually in accordance with state statute Chapter 26. The Emergency Fire Wardens are only located within WDNR fire protection area. A Fire warden's main duty is issuing burning permits. Ron answered other questions for the committee.

A motion was made by Andrew Kaftan to approve the list of Emergency fire wardens. Motion seconded by James Schroeder. Motion carried 5-0

**Dog Control Updates**

**Chapter 5 Amendments, Forms and Fees**

Alison presented a draft of the Application form for the new restricted animal ordinance. Corporate Council has yet to approve the form. Committee questions were answered by Alison and Paulette Hansen. Decision was made to place further discussion and possible approval of this form on the Agenda for the April 7<sup>th</sup> meeting prior to the Interdepartmental Planning Commission meeting. The draft application form may be used in the meantime in case someone should apply for a permit. Fees for the new ordinance will be revisited at the April 19<sup>th</sup> meeting.

**Paulette Hansen - Advisory Committee meetings for WI Act 90 Dog Sellers Licensing Program**

Paulette asked to withdraw this item until she can get specific details for the program.

Gina Mason from the Humane Society requested that a review of the Dog licensing fees for 2011 be put on the agenda for the April 19<sup>th</sup> meeting.

Kevin Huff, public member, presented DNR and hybrid cat information to the committee.

**Sanitation & Zoning Updates**  
**County Comprehensive Plan**

The meeting scheduled with the Consultant for 3-16-10 has been moved to building A409 at the Rolling Hills complex.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$ 395.12	Sanitation	\$ 75.29	Sanitation	\$370.00
Zoning	6,380.85	Zoning	0.00	Zoning	28.48
<u>Dog Control</u>	<u>328.97</u>	<u>Dog Control</u>	<u>110.39</u>	<u>Dog Control</u>	<u>19.44</u>
Total	\$7,104.94	Total	\$185.68	Total	\$417.92

Motion was made by Brian Buswell, second by Andrew Kaftan to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Motion carried 5-0.

**WCCA Spring Conference Attendance**

Motion made by James Schroeder, second by James Rice to approve the attendance of Alison and Ken Elliott at the WCCA Spring Conference March 25 & 26, 2010 held in Mosinee, WI. Motion carried 5-0.

The next regular monthly meeting was set for April 19, 2010 at 6:00 PM

Agenda will include a discussion about a new location for the committee members to meet beginning in June 2010. Alison will check into various locations for availability and costs.

**Snowmobile Update**

Chad Ziegler gave the snowmobile update. The snowmobile trails are closed. The county will be applying for funds to help pay for a new bridge over the La Crosse River at the information center (Ben Bikin Park) in Sparta.

Chad will look into the costs of leasing tractors/mowers from the snowmobile association.

**Park & Forestry Update**

Chad put out registration forms at McMullen Park in case someone should want to camp.

The committee asked for updates regarding last year's theft of equipment and firewood at the park. A police report and an insurance claim were filed. The insurance company will cover replacement costs of the equipment; the deductible is \$500.00. So far, Chad has replaced the Chain saw (\$409.00), a compressor (\$389.00) and some of the tools (\$60.00).

**Trespass on county forest: Town of Byron**

Chad found an instance where a neighbor to the county forest (Wyemoor Cranberry Company) has a dike on county forest land and they have flooded approximately 2 acres of county land. It appears that this trespass did not occur recently. It was confirmed by a ground inspection by Kevin Schilling of the WDNR. Chad asked the committee how to proceed. The committee decided that Chad should let the company know that we are aware of the situation. Chad will do some more research and work with them to come up with a resolution to the situation.

**Temporary driveway permits on County Forest Land.**

A property owner on County Highway S in New Lyme has a driveway that crosses County land. The landowner originally wanted to purchase the 3 acres, the situation has changed and they would like a temporary driveway permit instead. The county cannot give an easement because it is enrolled into the CFL as public forest land, this governed by state law. Chad will check with Jeff Barkley, the County Forest Specialist, and Corporation Council to see if the state statute allows flexibility for the length of the permit. The committee also discussed a possible land trade; the landowner is not interested at this time. The committee will readdress this at the next regular meeting.

**County vehicle personal usage**

According to the county personnel manual, county employees may not take county vehicles home. There are a few exceptions to this rule; which includes the Park Ranger. The county no longer has a Park Ranger so Chad is requesting that the Forest and Parks Administrator be placed on the exception list in lieu of the Park Ranger. Approximately 45% of the county forest is located 8 miles closer to his residence than his office is. Chad feels that if he could take the county vehicle home it would help reduce mileage on the vehicle and increase efficiency. Chad uses his personal ATV, snowmobile, and other equipment on occasion for county business; being able to take the county vehicle home would make things more efficient in that regard as well. The vehicle would not be taken home every night. The committee requested that Chad find out if he is covered by county insurance when he uses his personal equipment.

A motion was made by Andrew Kaftan stating that, since Chad has assumed the duties of the Park Ranger, the Park Ranger be deleted from the exception list in the county personnel manual and be replaced by the Forest and Parks Administrator. This was seconded by James Schroeder. Motion carried 5-0. The subject matter will be presented to the Personnel and Bargaining Committee for their review.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$ 208.45	Parks	\$60.52	Parks	\$ 25.90
Forestry	55.00	Forestry	00.00	Forestry	37.36
<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>0.00</u>
Total	\$ 263.45	Total	\$60.52	Total	\$ 63.26

Motion was made by Andrew Kaftan, second by James Schroeder to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0.

#### **Closed Session**

At 8:20 PM Motion made by Andrew Kaftan, second by James Rice to go into **closed session** pursuant to Wisconsin State Statutes 19.85 (1) (e) to discuss strategy and negotiations for purchasing 45 acres in the Town of Lincoln.

Roll call vote: Kyle Gibbons-yes, Jim Rice-yes, Andy Kaftan- yes, Brian Buswell – yes and Jim Schroeder-yes.

Motion to return to open session at 9:15 PM

Motion was made by Brian Buswell, second by Andrew Kaftan to go back into open session. Roll call vote: Kyle Gibbons-yes, Jim Rice-yes, Andy Kaftan-yes, Brian Buswell–yes and Jim Schroeder-yes.

#### **Discussion/action on a resolution: Purchasing 45 acres in the Town of Lincoln**

The committee discussed the resolution presented to them, options regarding the development of a resolution to approve the application for an interest free project loan from the WDNR, and developing an offer to purchase and possible contingencies listed on the offer to purchase.

Discussion was held regarding having the property appraised. A motion was made by Andrew Kaftan, second by Brian Buswell to authorize up to \$300.00 to be spent for an appraisal of the property. Motion carried 5-0.

Motion to adjourn at 9:30 PM by Brian Buswell, second by James Schroeder Motion carried 5-0.

Recorded by Sharlee Mittelstaedt

#### **March 16, 2010**

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

Meeting called to order at 6:00 PM by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Jim Rice, Jim Schroeder and Andy Kaftan(arrived at 6:06pm).

Also Present: Alison Elliott-Sanitation and Zoning Administrator, Crystal Buck, Crispell-Snyder, Inc. Planner, Rick Irwin-County Board Chairman and Larry McTaggart-County Board Supervisor.

The Committee reviewed the vision, goals, objectives, and policies of the draft Intergovernmental Chapter.

The Committee reviewed the draft Implementation Chapter. It was suggested that county departments review the draft chapters that pertain to them prior to the open houses and public hearing.

Crystal Buck discussed the continuing role of the Planning & Zoning Committee with regards to the Comprehensive Plan. Some of the duties of the Committee would be to provide the County Board with annual reports updating them on the progress of the implementation, present requests from the public for revisions and establish biannual meeting dates for intergovernmental meetings.

The project schedule was reviewed. The Committee would like to be able to present the completed Comprehensive Plan to the County Board in July, 2010 for approval.

Three Public Open Houses were scheduled for May 2010. The dates and places are as follows: May 18, 2010-Tomah, May 19, 2010-Wilton and May 20, 2010-Sparta. Exact locations to be determined. Meetings will be from 7:00pm to 9:00pm.

The next meeting date with Crispell-Snyder, Inc. is set for April 14, 2010 at 6:00pm.

Motion to adjourn at 8:20pm by Jim Schroeder, second by Andrew Kaftan. Carried 5-0.

Recorded by Alison Elliott

#### **April 7, 2010**

##### **Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee Sparta American Legion, 1116 Angelo Rd. Sparta, WI 54656**



Meeting called to order at 6:03 pm by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Andrew Kaftan, James Schroeder, James Rice, and Brian Buswell.

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

Committee reviewed timber sale bids. Submitted bids were as follows:

Tract 1-10

<b>Mark Drangstveit Logging</b>	<b>\$15,654.04</b>
Jelinek Trucking	\$15,577.76
Landwehr Custom Logging	\$15,148.00
Delaney FP	\$14,998.40
Randy Schwemmer Enterprises	\$14,370.00
Joseph L. Bollig & Sons, Inc.	\$14,101.00
Kirchner Logging	\$13,799.84
Lambert FP	\$13,358.64
Wolf River Logging	\$12,859.50
Burt Collins Logging	\$10,486.34

Tract 2-10

<b>Mark Drangstveit Logging</b>	<b>\$14,241.14</b>
Landwehr Custom Logging	\$13,812.00
Delaney FP	\$13,690.40
Jelinek Trucking	\$13,415.05
Joseph L. Bollig & Sons, Inc.	\$12,867.00
Randy Schwemmer Enterprises	\$12,857.50
Kirchner Logging	\$12,628.24
Lambert FP	\$12,174.84
Wolf River Logging	\$11,766.25
Burt Collins Logging	\$9,227.43

Tract 3-10

<b>Delaney FP</b>	<b>\$26,086.33</b>
Lambert FP	\$20,706.80
Randy Schwemmer Enterprises	\$19,963.20

Motion made by Brian Buswell, seconded by Jim Schroeder to accept high bids for each tract. Motion carried 5-0.

The Committee discussed new ideas and ways of approaching the land owner for a potential purchase of 45 acres in the Town of Lincoln. It was suggested that the county offer the land owner the approximate \$49,000 currently in the maintenance and land acquisition fund. The land owner could then potentially consider the remainder of the value of the land as a donation to the county and use it as a tax write-off. It was decided to hold off on getting an appraisal of the land until the property owner was approached with this option.

The Committee reviewed an updated version of the Chapter 5, Animal Ordinance Application Form for restricted animals. It was decided that the County would have the same requirements for wolf-hybrid enclosures as the Wisconsin DNR. Corporation Counsel will be consulted regarding delaying the time line for compliance with regards to enclosures in order to match the timeline set up by the WDNR. This topic will be placed on the April 19, 2010 agenda.

Motion to adjourn was made by Jim Schroeder, seconded by Brian Buswell.  
Motion carried 5-0.

Meeting adjourned at 6:43 pm

Recorded by Chad Ziegler and Alison Elliott

**April 14, 2010  
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee  
Courthouse Annex Meeting Room**

Meeting called to order at 6:05 PM by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Jim Schroeder, Brian Buswell and Andy Kaftan.

Also Present: Alison Elliott-Sanitation and Zoning Administrator, Crystal Buck, Crispell-Snyder, Inc. Planner, Rebecca Houghtaling- Crispell-Snyder, Inc. Planner and Gail Chapman-County Board Supervisor-Elect.

The Committee reviewed the summary of the third Intergovernmental meeting held on April 7, 2010.

The Committee reviewed the memorandum regarding the results of the third Intergovernmental meeting with recommendations for changes to the draft Comprehensive Plan.

The Committee reviewed the memorandum for the municipalities to update them on the Comprehensive Plan process.

The Committee reviewed the draft Comprehensive Plan. Discussion was held on implementation.

Crystal Buck discussed the adoption schedule and explained the approval process. The Committee reviewed the proposed resolution and ordinance. Both will be looked at by the Corporation Counsel prior to the public hearing.

Motion to adjourn at 7:34pm by Jim Schroeder, second by Andrew Kaftan. Carried 4-0.

Motion to reconsider adjournment made by Andrew Kaftan, second by Jim Schroeder. Carried 4-0.

Meeting back in session at 7:35pm

Public Hearing for the Comprehensive Plan is scheduled for June 2, 2010 at 6:00pm. Location to be determined.

Motion to adjourn at 7:37pm by Jim Schroeder, second by Andrew Kaftan. Carried 4-0.

Recorded by Alison Elliott

**April 19, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee  
County Board Room**

Meeting called to order at 6:00 pm by Chairman, Kyle Gibbens.

Present: Kyle Gibbens, Andrew Kaftan, James Schroeder, James Rice, and Brian Buswell.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Gina Mason - Humane Society Representative, Paulette Hansen - Humane Officer, Chuck Bluske-County Board Supervisor, Gail Chapman-County board supervisor-elect, and Public.

Motion made to approve minutes from the March 15, March 16, April 7, and April 14 2010 meetings by Brian Buswell, second by James Rice.

Motion carried 5-0.

**Public Hearings:**

**Change of zoning district** for Bernard Wakeen from General Agriculture to R-3 Rural Residential to meet Town of Sparta requirements when splitting a parcel of land located in the SW ¼ of the NE ¼, Section 18, T17N, R4W, Town of Sparta.

Gene Steinhoff was present. Mr. Steinhoff explained that he and Mr. Wakeen need a rezoning so that they can split the land into smaller parcels.

The town of Sparta has not indicated their approval or denial. No public input. The committee held their discussion. A motion was made by James Schroeder, second by Brian Buswell to approve the rezoning as presented. Motion carried 5-0.

**Jason Johnson**, 410 Montgomery St, Sparta, WI 54656 for a conditional use permit to build a garage for storage of construction material while house is being built on property located in the NW¼ of the NW¼ of Section 33, T17N, R1E, 7.3 acres, Town of Oakdale. Tax parcel ID #030-00849-0002. Jason Johnson was present. Jason explained that he would like to build a garage on his new property for storage before the home was constructed. The Town of Oakdale submitted a letter of approval. No public input. Committee's questions were answered. Motion was made by James Rice, second by James Schroeder to approve the permit as presented. Motion carried 5-0.

**Animal Shelter Construction Sub-Committee Update**

Carol Las discussed some of the contract issues regarding the new shelter. The revised contract will be presented to the dog Control committee next month. The new shelter will be in the Town of Tomah, opening in early 2011. Andy will get the new revised contract to Alison.

**Dog Control Updates**

**Chapter 5 Amendments, Forms and Fees**

Corporate council has approved the application form for exotic animal permits. Alison added a line for the landowner's signature in case the landowner and animal owner are different. The instructions for the application form will request a photo ID of the animal. There have been two applications so far. Paulette presented the process.

A Motion was made by James Schroeder and seconded by Andrew Kaftan to set the application fee at \$100 per exotic animal with a yearly permit fee of \$25 per exotic animal, effective April 21, 2010. Motion Carried 5-0.

### Review dog license fees

Gina Mason requested a review of the license fees as an increase may help the County's funding of the new shelter. Gina gave statistics comparing other county's fees, number of dogs and dates of last increase. On average, unaltered dogs make up 60% of the animals in a shelter. People thought that a small increase more often would be better than a large increase down the line. There are organizations (ie, Save-a Dog and the Humane society) that can help people with the costs. The committee discussed fees for Multi-Dog licenses, altered dogs, unaltered dogs and late fees.

A motion was made by James Schroeder to raise the **Multi-dog license fee** from \$85 to \$125. Second by James Rice. Motion carried 5-0  
A motion was made by James Schroeder to make this increase effective July 1, 2010. Second by Andrew Kaftan. Motion carried 5-0

A motion was made by James Rice, second by Kyle Gibbens to raise **the altered dog license fee** from \$10 to \$15. A roll call vote showed: Kyle Gibbens-No, Jim Rice-yes, James Schroeder-no, Brian Buswell- no and Andrew Kaftan No. Motion failed 1-4.

A motion was made by James Rice, seconded by James Schroeder to raise the **unaltered dog license fee** from \$20 to \$25.00 effective on Jan 1, 2011. A roll call vote showed: James Rice-yes, James Schroeder-yes, Andrew Kaftan- no, Brian Buswell-No and Kyle Gibbens-Yes. Motion carried 3-2.

The committee suggests that inspections of the multi dog kennels be considered in the future.

### Building Maintenance

The dog pound is having septic problems, needs a new roof and a new back door, plus the Humane Officer will need a new truck soon. The truck is a 2002 Ford Ranger with 150,000 miles and will be discussed at the next committee meeting. Alison will ask Gary from County Maintenance to look at the other issues and make recommendations for repairs. There is only \$1200 in budget for maintenance and most is used for snow plowing and garbage pick-up.

### Mississippi River Regional Planning commission.

Representatives Cedric Schnitzler, James Kuhn and Greg Flogstad handed out information explaining the organization and its services and what we are getting for our money. There are 9 counties in this commission with 3 commissioners from each county. Committee's questions were answered. The MRRPC may be able to help with the Angelo Park project. Information will be passed on to all County Board Members.

### Financial Report - Vouchers - Inter-departmental Transfers

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$ 97.43	Parks	\$149.37	Parks	\$ 715.13
Forestry	230.36	Forestry	00.00	Forestry	00.00
Snowmobile	00.00	Snowmobile	00.00	Snowmobile	0.00
Total	\$ 327.79	Total	\$149.37	Total	\$ 715.13

Motion was made by James Rice, second by Andrew Kaftan to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0.

### Snowmobile Update

Chad has finished the applications for the bridge and maintenance grants. No other updates

### Park & Forestry Update

Camping season started April 1<sup>st</sup>; quite a few people camping. The McMullen Park Annual Spring Clean Up is this weekend.

### Trespass on county forest: Town of Byron

Chad found an instance where a neighbor to the county forest (Weymoor Cranberry Company) has a dike on county forest land and they have flooded approximately 2 acres of county land. The trespass was confirmed by a ground inspection by Kevin Schilling of the WDNR; it appears that this trespass did not occur recently. Chad asked the committee how to proceed. The committee decided that Chad should let the company know that we are aware of the situation. Chad will do some more research and work with them to come up with a resolution to the situation. Chad will check about liability in the case of dyke failure.

### Temporary driveway permits on County Forest Land.

A property owner on County Highway S in New Lyme has a driveway that crosses County land. The landowner originally wanted to purchase the 3 acres, the situation has changed and they would like a temporary driveway permit instead. The county cannot give an easement because it is enrolled into the CFL as public forest land, this governed by state law. The committee directed Chad to develop a driveway permit and a system, to issue them to appropriate landowner(s), and to review them as they expire during the annual work plan meeting.

### Angelo wayside: Resolution

Chad presented a new resolution that included two new whereas statements referring to the DNR and its responsibility for the boat landing and the donation of shingles by the All American Do It Center. Chad has also been given the deed restrictions for the property. Committee held discussion. Who owns lake? Who can dredge lake? What if lake is drained, who owns what? What if we do not obtain the property, who gets it? What about the WTC involvement?

A motion was made by Brian Buswell, second by James Schroeder, to rescind the original resolution of March 15, 2010. Motion carried 5-0.

A motion was made by Brian Buswell to adopt the new resolution adding another whereas into the body of the resolution and the deed restrictions added as an attachment. Second by James Schroeder. Motion carried 5-0.

**WCFA Spring Conference Update.**

Chad gave a summary of the information presented.

**WCFA Summer Tour**

The event will be at the Lodge at Crooked Lake on June 16<sup>th</sup> to the 18<sup>th</sup>. The cost is \$70 per person. A motion was made by James Rice, second by James Schroeder, to send Chad plus one committee member to this event. Motion carried 5-0

**Discussion/action on a resolution: Purchasing 45 acres in the Town of Lincoln**

Chad presented a draft of an offer to purchase. It was for \$49,000.00. The committee requested that the seller be asked to pay the closing costs. Plus the contingencies must mention the requirements that have to be met for County Board approval. The committee approved the draft with the contingencies and asked that Corp Council review it and have it signed by the County Administrator.

**Mossing: Town of Lincoln**

Last year the County entered into an agreement with Mosser Lee Company to harvest and burn a specified parcel of county land. They will be burning on April 20, 2010. They are wondering if they could enter into another agreement with the county to hand pull some moss in the 20 acre parcel after it is burned. The committee told Chad to use his judgment regarding the moss harvest and enter into an agreement with them if it is appropriate.

**Sanitation & Zoning Updates  
County Comprehensive Plan**

The public hearing meeting will be on June 2 at 6 pm at the American legion. The Open Houses will be on May 18, 19 and 20<sup>th</sup>. Press releases will go out for both events.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$ 940.87	Sanitation	\$ 38.83	Sanitation	\$ 91.09
Zoning	4,610.88	Zoning	0.00	Zoning	28.21
<u>Dog Control</u>	<u>855.66</u>	<u>Dog Control</u>	<u>735.79</u>	<u>Dog Control</u>	<u>182.99</u>
Total	\$6,407.41	Total	\$774.62	Total	\$302.29

Motion was made by Andrew Kaftan, second by James Schroeder to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Motion carried 5-0.

**WCCA Spring Conference Update** Alison gave a summary of the information presented. Highlights include the WI Administrative code NR115 has been revised. We must do revisions to reflect the changes within two years. Also, the county must have all the septic systems in our database by 2011 for the 3 years inspection cycle. There will be an increase in work load and Alison gave suggested fund raising possibilities.

Discussion about a **new location** for the committee members to meet beginning in June 2010. The school auditorium would not work out as a meeting place. Alison booked the American Legion through the rest of the year. The next regular monthly meeting was set for May 17, 2010 at 6:00 PM in the County Board meeting room. The committee will meet at the legion for their June 21<sup>st</sup> meeting. However, they will discuss other possibilities at the May 17<sup>th</sup> meeting. (ie, Rolling Hills rooms)

Motion to adjourn at 9:40 PM by James Rice, second by Andrew Kaftan Motion carried 5-0.

Recorded by Sharlee Mittelstaedt

**May 17, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee  
County Board Room**

Meeting called to order at 6:00 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Brian Buswell, Gail Chapman, and Anthony Boltik.

Absent: Douglas Path

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Schilling-DNR Liaison, Gina Mason - Humane Society Representative, Paulette Hansen - Humane Officer, and Public.

Motion made to approve minutes from the April 19, 2010 meeting by Brian Buswell, second by Anthony Boltik. Motion Carried 4-0.

**Public Hearings:**

**Shannon McCracken** 19955 Cty Hwy T, Norwalk, WI 54648 for a conditional use permit for Kennel to house 5 or more hunting dogs on property located in the SE ¼ of SE ¼ Section 3, T16N, R2W, Town of Ridgeville, parcel Id 034-00075-5000. Mr. McCracken was present. The Committee

asked how many dogs would be on the property and if they were going to be breeding them. Mr. McCracken informed the committee that he would have about 9 adult dogs with a litter maybe every other year. Town on Ridgeville did not submitted letter of approval. A motion was made by Brian Buswell, second by Gail Chapman to approve the conditional use permit as presented. Motion carried 4-0.

**Richard Moake** 23221 St Hwy 16, Tomah, WI 54660 for a conditional use permit to construct machinery storage buildings on property located in NE¼ of NW¼ Section 17, T17N, R1W, Town of Tomah, parcel Id #042-00457-0001.

Alison Elliott explained the permit request. The Town of Tomah submitted a letter of approval. Motion was made by Gail Chapman, second by Anthony Boltik to approve the permit as presented. Motion carried 4-0.

**Charles & Marilyn Evans** 4334 Meadowlark Lane, La Crosse, WI 54601 for a change of zoning district from General Agriculture to R-3 Rural Residential to meet Town of Sparta requirements when splitting a parcel of land located in the SE ¼ of the SE ¼, Section 19, T17N, R4W, Town of Sparta. Charles Evans was present and addressed the Committee with explanation of intent. Harold Lieztau-Town Chairman of Sparta, was present. He stated that Town approved the change. Motion was made by Brian Buswell, second by Gail Chapman to approve the permit as presented. Motion carried 4-0.

**Stan & Kathy Brownell** 9121 Gavel Ave. Sparta, WI 54656 for a change of zoning district from General Agriculture to R-3 Rural Residential to split a parcel of land located in the NW ¼ of the NW ¼, Section 1, T17N, R4W, Town of Sparta. Stan Brownell was present and addressed the Committee. Harold Lieztau-Town Chairman of Sparta, was present. He stated that Town approved the change. Motion was made by Brian Buswell, second by Gail Chapman to approve the permit as presented. Motion carried 4-0.

**Brian Buswell** was appointed as vice chairperson of committee.

#### **Animal Shelter Construction Sub-Committee Resolution**

There appears to be a deficit of \$12,000.00 between the monies the County has available and what Chasing Daylight requires to in the proposed contract. Brian Buswell of the Sub-committee decided to postpone the resolution until the fee discrepancy was resolved.

Suggestions; Raise the dog license fee

License 5000 more dogs. Both Paulette and Alison felt that more dogs were licensed this year.

Record all dog license information on a computer database accessible to all those who sell licenses.

Develop a program or plan to increase awareness of dog license requirements.

Paulette was asked to draft a letter to the veterinarians who do not sell licenses and ask them if they would consider selling in the future.

The Animal Shelter Construction Fund has currently raised \$425,000 for the new dog shelter.

#### **Dog Control Updates**

Monthly statistics were presented.

#### **Chapter 5 Amendments, Forms and Fees**

Alison and Paulette are developing forms.

#### **Dog License Fees Resolution**

A motion was made by Brian Buswell, seconded by Anthony Boltik to forward the proposed increase in the dog license fees approved at the April 19, 2010 meeting in resolution format to the County Board for approval. Motion carried 4-0

#### **Building Maintenance**

Alison Elliott presented information from a meeting at the Dog Shelter with Garry Spohn-Maintenance Administrator.

**Back Door** - It would cost \$1600 to replace the back door.

**Outdoor Kennel Runs** - The boards needed to replace those under the overhang are a minor repair.

**Roof** – We will need a new roof by next year. Estimates from Home Depot, Menards and All American Do It Center ranged from \$600 to \$1400 for material only.

**Septic** – Will eventually need to be replaced or we could hook into the city sewer and water system.

Brian Buswell suggested that we budget for the repairs in 2011 so that the old shelter is available for backup and possible use for restricted animals confiscated.

**Vehicle for the Humane Officer** will be added to the 2011 budget. Alison will check to see if any other County departments may have a vehicle available for us to purchase.

#### **Restricted Animal Permits**

Paulette presented the Committee with an application from Tanya Hauser for a wolf-hybrid. Motion was made by Brian Buswell, seconded by Gail Chapman to deny the permit for Tanya Hauser. Discussion followed. Motion carried. 4-0

A letter will be sent to Tanya giving her the option to move the wolf hybrid or it will be confiscated.

Chad Ziegler and Kevin Schilling were introduced to the new committee.

#### **Snowmobile Update**

April 15, 2010 was the deadline for the bridge and maintenance grants. Chad applied for a bridge construction grant for the proposed bridge by the City of Sparta over the Lacrosse River, and 15 miles of new trails and general trail maintenance.

#### **Park & Forestry Update**

Chad reviewed the handout showing the current park statistics.

Chad updated the committee on the Angelo Wayside. He would like the repaving of the parking lot and ramp agreement put in writing before they sign the deed. Should receive the deed within a week of two and then we can start mowing and open the restrooms. The community service people will mow the wayside.

**Timber sale** M 122 is in progress; and will most likely be finished within the next week. Timber sale M 123 may be started next.

Approximately 24,000 trees were planted on county forest this year.

Chad asked if any of the committee members would like to go to the summer tour for Forestry on June 16<sup>th</sup> – 18<sup>th</sup>. Richard Yarrington may attend.

#### **Insurance requirements for logging contractors.**

Two million dollars worth of liability insurance is the current requirement passed by the committee in June of 2009. It was discovered that the insurance requirement should be reworded to represent the full intent of the action. The words “per occurrence” should be added. Chad also recommended that the committee review the two million dollar liability insurance requirement and make adjustments if necessary.

The spring 2010 bid opening had the largest bidder participation in the last 10 years, however, 5 of the 10 bidders would not have met the insurance requirement if it had been worded as intended. A representative from County Mutual Insurance recommended one million dollars as a minimum limit when the issue was discussed in 2009, the paper industry generally requires \$750,000.00 worth of liability insurance, and the standard policy carried by many logging contractors is one million dollars worth of liability insurance per occurrence.

The committee would like to research the subject and put it on the agenda in a few months.

#### **Purchasing 45 acres in the Town of Lincoln**

Chad updated the committee. An offer for \$70,000 has been accepted and the property has been sold.

#### **Financial Report - Vouchers - Inter-departmental Transfers**

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$507.84	Parks	\$272.72	Parks	\$ 173.33
Forestry	216.88	Forestry	00.00	Forestry	00.00
Snowmobile	00.00	Snowmobile	00.00	Snowmobile	0.00
Total	\$ 724.72	Total	\$272.72	Total	\$ 173.33

Motion was made by Gail Chapman, second by Anthony Boltik to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Motion carried 3-0. Brian Buswell abstained.

#### **Sanitation & Zoning Updates**

##### **County Comprehensive Plan**

Alison gave a summary of the Comprehensive Plan requirements and the County’s progress towards completion for the new members.

##### **Grant for Shoreland Ordinance Revision Resolution**

Alison explained the newly adopted changes to Wisconsin Administrative Code NR115 requires the counties to update their ordinances. The state has provided a one time grant to help the counties cover the cost of those revisions. Motion was made by Brian Buswell, seconded by Anthony Boltik to approve the resolution granting Alison Elliott authority to apply for the grant. Motion carried 4-0

#### **Financial Report - Vouchers - Inter-departmental Transfers**

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$ 2,861.86	Sanitation	\$162.90	Sanitation	\$ 00.00
Zoning	5,870.86	Zoning	0.00	Zoning	76.37
Dog Control	1,025.61	Dog Control	171.32	Dog Control	00.00
Total	\$9,758.33	Total	\$334.22	Total	\$ 76.37

Motion was made by Gail Chapman, second by Brian Buswell to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Motion Carried 4-0.

**Discuss possible alternate meeting** locations Committee will meet at the American Legion for the time being.

Next meeting is scheduled for Monday, June 21, 2010, 6:00 pm at the American Legion.

Motion to adjourn at 8:16 PM by Brian Buswell, second by Anthony Boltik. Motion carried 5-0.

Submitted by Sharlee Mittelstaedt

**June 2, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee**

Sparta American Legion, 1116 Angelo Rd. Sparta, WI 54656

Meeting called to order at 6:29 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Gail Chapman, Rick Irwin, and Anthony Boltik arrived at 6:32.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Rebecca Houghtaling and Kelly Zylstra from Crispell-Snyder, Inc.; Linda Fouruier, Ft. McCoy representative and Public.

Richard Yarrington opened the meeting up to public comment.

Mr. Gene Treu, County Board Supervisor, expressed concern that by adopting the Comprehensive Plan it would become an Ordinance itself. He suggested that a disclaimer and statement of intent be placed in the introduction to make it clear that this was just a plan.

Mr. Wayne Tuchalski, Little Falls Planning Commission, had questions about how the Plan addressed snowmobile trails, a junk ordinance and the jail overcrowding issue.

Bob Anderson, New Lyme Planning Commission, suggested including Ft. McCoy when listing the municipalities within the County. Under the Recreation/Public Lands section he would like to see the 3,139 acres of County owned land in New Lyme listed. On page 50 with regards to Solid Waste and Recycling he pointed out that the Towns of New Lyme, Lafayette and Little Falls all run a joint recycling center. Mr. Anderson also suggested listing the towns under each fire protection district in the Intergovernmental Cooperation Section.

Howard Hanson, Town of Tomah Chairman, expressed appreciation that the County incorporated the Towns' Comprehensive Plans with regards to land use.

Linda Fouruier expressed Ft. McCoy's appreciation for being included in the Comprehensive Plan and the planning process.

Rebecca Houghtaling from Crispell-Snyder gave a brief overview of the planning process and the public participation. She handed out a Memorandum to that affect. See "Attachment A"

Ms. Houghtaling explained the changes made to the Town of Little Falls on the Future Land Use Map as requested at the Open House on May 20, 2010. These changes indicate the residential areas. She read the comments received from the County Highway Commissioner, Jack Dittmar. See "Attachment B"

Ms. Houghtaling presented the Committee with a copy of the Draft Comprehensive Plan with grammatical changes and wording corrections tracked in the margins. See "Attachment C" which may be viewed at the Zoning office.

Ms. Houghtaling read the written comments received at the Open Houses. See "Attachment D"

Motion made by Anthony Boltik, seconded by Gail Chapman to accept the changes made to the draft in "Attachment C". Motion carried 3-0.

Motion made by Gail Chapman, seconded by Anthony Boltik to make the following changes based on comments received:

On the Acknowledgements page list the 2008, 2009 and 2010 Planning and Zoning Committee members and correct the 2010 County Board list.

Page 26 of "Attachment C", column 2, paragraph 2, line 11, add "potentially" The sentence now reads. "A bridge with a sufficiency rating of 80 or less is potentially eligible for bridge rehabilitation funding."

Page 35 of "Attachment C", column 1, paragraph 2, line 1, change "The Monroe County Six Year Highway Improvement Program" to "The WDOT State Highways Improvement Program..."

Page 35 of "Attachment C", column 2, paragraph 2, add "For the past 7 winters Monroe County has had four Towns performing winter maintenance on a total of almost 17 miles of County Highway as part of a cooperative cost saving effort." as the second sentence in that paragraph.

Page 82 of "Attachment C", column 1, paragraph 1, line 11, add: "formerly known as" in front of "...Bacon Village Mart in the Town of Little Falls..."

Page 97 of "Attachment C", column 2 add new bullet: "The Town of Little Falls' plan suggests a minimum lot size of 2 acres for residential districts and 5 acres for general agriculture and forestry districts."

Motion carried 3-0.

Motion made by Anthony Boltik, seconded by Gail Chapman to approve changes made to the Little Falls portion of the Future Land Use Map which now indicates the residential areas. Motion carried 3-0.

Motion made by Anthony Boltik, seconded by Gail Chapman to authorized Rebecca Houghtaling and Alison Elliott to draft wording to be included in the Plan to indicate the intent of this plan is be a guide for the future of Monroe County and that while the Plan will be adopted by Ordinance it is only a Plan and not an Ordinance itself. Motion carried 3-0.

Motion to adjourn was made by Anthony Boltik, seconded by Gail Chapman.

Motion carried 3-0.

Meeting adjourned at 8:05 pm

Recorded by Alison Elliott

**June 21, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control**

Meeting called to order at 6:05 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Gail Chapman, Doug Path and Anthony Boltik.

Absent: Brian Buswell

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Schilling-DNR Liaison, Gina Mason - Humane Society Representative, Nancy Reidy- Animal Shelter Construction Fund Representative, Paulette Hansen - Humane Officer, and Public.

Motion made to approve minutes from the May 17 and June 2, 2010 meeting by Gail Chapman, seconded by Douglas Path. Motion Carried 4-0.

**Public Hearings:**

**Daniel Holman** 24300 Dexter Ave., Tomah, WI 54660 for a conditional use permit to build a garage without a primary residence on property located in the SE¼ of the NW¼ of Section 4, T18N, R1W, 0.5 acres, Town of La Grange. Tax parcel ID #020-00094-2500.

**Mr. Holman** was present. Mr. Holman has two side by side parcels. He wishes to build the garage on the parcel that does not have the residence. Town of LaGrange submitted letter of approval.

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

**Change of zoning district** from R-2 Suburban Residential to Business to allow small business operation on a parcel of land located in the SW ¼ of the NE ¼, Section 22, T18N, R1W, Town of La Grange, tax parcel #020-00684-0000.

**Kieth Nuutinen** was present and addressed the committee with explanation of intent. He wants to open a gun shop in his home. Town of LaGrange submitted letter of approval.

Motion was made by Douglas Path, seconded by Anthony Boltik to approve and forward to the full county board. Carried 4-0.

**Discussion of zoning district changes.**

John Guthrie from the Town of La Grange addressed the Committee. His town is concerned about **spot zoning changes**. More and more people want to open a retail business in their home. In order to do so, they must re-zone to business. The concern is that, after this owner leaves, anyone could open any type of business without the neighbor's approval. He would like to see the Committee revise the conditional use sections of the ordinance to include retail service/sales. The property could then remain residential and the towns would have some control. Alison will send a letter to the town chairpersons to get their thoughts. Options include (1) re-defining the "household occupations" category OR (2) add a "retail sales/service" to the conditional use sections of the ordinance. Alison will present her findings next month.

Mr. Guthrie would also like to see **notifications sent to the neighbors** whenever there is a zoning change scheduled on the agenda. The Committee thought this should be done by the towns.

**Animal Shelter Construction Sub- Resolution**

There is no resolution. At the last sub-committee meeting there was an impasse regarding the financials. Paulette Hanson, Nancy Reidy and Gina Mason explained.

**Dog Control Updates**

Monthly statistics were presented.

The Committee is considering raising the **collecting official fee** from \$0.50 to \$1.00/dog to encourage more veterinarians to sell dog licenses. Alison was asked to draft a resolution for consideration at the July Committee meeting to change the collecting official fee from \$0.50 to \$1.00. Paulette has drafted a letter to the veterinarians explaining the process and encouraging them to sell licenses. The committee approved the letter.

Alison explained about the advantage of getting a computer program that would network with everyone who sells licenses so there would be only one database. This would greatly increase our ability to track owners and licenses.

**Dog License Fees**

The County Board requested that the Committee revisit dog license fees. A resolution was presented to raise the fee for unaltered dogs from \$20 to \$25 and the fee for a multi-dog license from \$85 to \$125.

A motion was made by Gail Chapman, seconded by Anthony Boltik to raise the **fee for unaltered dogs** from \$20 to \$25. Motion carried 3-1 with Douglas Path voting no.



A motion was made by Gail Chapman, seconded by Anthony Boltik to raise the **fee for a multi-dog license** (initial 12 dogs) from \$85 to \$125. Motion carried 3-1 with Douglas Path voting no.

**Vehicle**

The Dog Control vehicle has approximately 140,000 miles. A discussion was held regarding the advantages and disadvantages of maintaining an older vehicle verses buying a new vehicle. The Committee decided to maintain the vehicle and asked Paulette to take the vehicle in to be inspected and diagnosed for possible problems.

**Restricted Animal Permits**

Paulette has received only two applications so far. One permit was denied and Paulette is waiting to present the other to the Committee until after her inspection. This permit will be placed on the agenda for next month.

**Sanitation & Zoning Updates**

**County Comprehensive Plan**

Alison presented the resolution to adopt the County’s Comprehensive Plan as amended on June 2<sup>nd</sup>. A motion was made by Douglas Path, seconded by Anthony Boltik to present this resolution to the County Board. Motion carried 4-0.

**Vehicle**

Sanitation Department’s 1998 vehicle has approximately 104,000 miles. The Committee also asked for this vehicle to be maintained as long as possible.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$1,530.60	Sanitation	\$149.80	Sanitation	\$109.98
Zoning	6,285.54	Zoning	0.00	Zoning	28.65
Dog Control	<u>547.17</u>	Dog Control	<u>160.69</u>	Dog Control	<u>13.85</u>
Total	\$8,363.31	Total	\$310.49	Total	\$152.48

Motion was made by Gail Chapman, seconded by Anthony Boltik to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Motion Carried 4-0.

The Committee discussed creating a line item in the budget for **credential fees**. Alison will check with Tina (Finance Dept) regarding the process. This will be addressed next month.

**Ordinances and plat books for**

Each member of the committee was asked if they needed a current copy of the ordinance and/or a plat book. Only Anthony Boltik requested one.

**Set Date for Next Meeting and Possible Agenda Items.**

**Discuss possible alternate meeting locations**

The next meeting is on Monday, July 19, 2010 at 6:00 pm. Meeting location is the American Legion.

**Parks & Forestry Update**

**Forestry**

**Land Trade in Town of New Lyme**

Chad is asking the Committee if they would like to pursue a land trade with Habelman Brother’s Cranberry Co. Chad presented the statistics and maps for each of the parcels. It involves 80 acres of county land being traded for 160 acre parcel of Habelman’s. The state would need to approve the withdrawal of the 80 acres that are enrolled in the County Forest Law Program. Ray Habelman was resent to represent Habelman Brother’s Cranberry Co. The Committee recommended that Chad proceed and prepare a proposal for the Committee and the County Board.

**Liability Insurance requirements for logging contractors**

Currently the County has a minimum requirement of two million dollars worth of liability insurance. This prevents about half of the companies from bidding on our timber sales. Approximately one year ago the county insurance company recommended that Monroe County have the logging contract holders carry at least one million dollars worth of liability insurance per occurrence to operate on the county forest.

A motion was made by Anthony Boltik, seconded by Douglas Path, to require one million dollars of Liability insurance per occurrence to bid on our timber sales, upon execution of harvesting, the contract holder must have two million dollars worth of liability insurance per occurrence. Motion carried 4-0

**Parks**

Chad presented the monthly figures.

**New Account: Employee Education & Training**

In order to comply with OSHA safety requirements, Chad and several employees took the FISTA chain saw safety class. The Class cost is \$1,000. The finance director recommended a new line item in the Park’s budget for training to pay for the class.

**Line item transfer: Employee Ed. & Training Line**

Line item transfers from Bldg. Repairs/Maint to Emp. Educ. & Training to pay for the class.

**Budget Adjustments: Training Class, Insurance Pmt, Town Angelo**

Budget adjustments must be made to collect misc. revenue from outside entities that took the class, for an insurance claim reimbursement, and payment from the Town of Angelo.

A motion was made by Gail Chapman, seconded by Anthony Boltik to (1) create a new line item for training and (2) make the necessary budget adjustments and line item transfers. Motion carried 4-0

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$1,587.60	Parks	\$142.79	Parks	\$ 149.79
Forestry	1,135.00	Forestry	00.00	Forestry	00.00
Snowmobile	00.00	Snowmobile	00.00	Snowmobile	0.00
Total	\$2,722.60	Total	\$142.79	Total	\$ 149.79

Motion was made by Douglas Path, seconded by Gail Chapman to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0.

At 9:45 pm a motion was made by Douglas Path, seconded by Gail Chapman, to go into **Closed Session** pursuant to Wisconsin State Statutes 19.85 (1) (c) to conduct an annual performance evaluation (Forest & Parks Administrator)  
Roll call vote: Richard Yarrington-yes, Gail Chapman- yes, Doug Path-yes and Anthony Boltik-yes.

Closed Session pursuant to Wisconsin State Statutes 19.85 (1) (c) to conduct annual performance evaluation.  
(Forest & Parks Administrator)

Motion made by Richard Yarrington, seconded by Anthony Boltik, to go back into open session. Roll call vote: Richard Yarrington-yes, Gail Chapman- yes, Doug Path-yes and Anthony Boltik-yes.

Motion to adjourn at 10:20 PM by Douglas Path, seconded by Gail Chapman. Motion carried 4-0.

Recorded by Sharlee Mittelstaedt

**July 19, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control**

Meeting called to order at 6:02 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Brian Buswell, Gail Chapman, Doug Path and Anthony Boltik.

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

Motion made to approve minutes from the June 21, 2010 meeting by Gail Chapman, seconded by Anthony Boltik. Motion Carried 5-0.

**Public Hearings:**

**Wireless Planning**, LLC (Kelly J. Schmitz) agent for MAMC, LLC 2310 Mill Street, New London, WI 54961 for a conditional use permit to construct a Broadcast Tower – 195’ self support with related equipment shelter on property located in the SE ¼ of SW ¼ Section 5, T16N, R2W, Town of Ridgeville, parcel Id 034-00116-2000. Applicant was not present. Applicant requested that the public hearing be postponed the previous week. The Town of Ridgeville submitted a letter of disapproval. Motion made by Brian Buswell, second by Anthony Boltik to postpone until the next regular meeting August 16, 2010. Motion Carried 5-0. Public commented.

**Steven R. Dietzman** (SBD Management, Inc.) 29295 Grosbeak Ave., Tomah WI 54660 for a conditional use permit for mining of black dirt and sand and construction of ponds on property located in part of the S1/2 of the NW1/4, N1/2 of the SW1/4 and SW1/4 of the NE1/4 Section 1, T17N, R1W, Town of Tomah. The Town of Tomah has concerns and submitted a letter of disapproval because Mr. Dietzman had not attended the Town meeting. Steven Dietzman was present to answer questions. Several neighbors had questions and potential concerns about the depth of the proposed ponds affecting their existing ponds and wells. There was also concern about the ability of the town road to handle the traffic from mining. Mr. Dietzman explained the proposed ponds would most likely be wildlife scrapes which are only a few feet deep. He also stated that the mining would only last long enough to create the wildlife scrapes. Randie Johns from the Tomah Town Board stated that the Town would be willing to have Mr. Dietzman on their August agenda to answer questions. Motion made by Doug Path, second by Gail Chapman to postpone until the next regular meeting August 16, 2010. Motion Carried 5-0.

**Animal Shelter Construction Sub-committee**

Brian Buswell gave an update to the Committee. He stated that the progress is currently very slow. They are working on ways to increase revenue. Ms. Hansen is developing a plan for increased enforcement. Ms. Elliott is looking into an online licensing system. Supervisor Carol Las gave the Committee a brief history of how the animal shelter subcommittee was created. Gina Mason reminded the Committee that the dog issue is not just about the care of the dogs but is also a human health issue.

**Dog Control Updates**

Monthly statistics were presented. An update was given on the condition of the Dog Control vehicle. Discussion. Committee instructed Ms. Elliott to draft bid specifications to purchase a new or used vehicle.

**Dog License Fees**

Resolution was presented to increase the fee that the collection officials keep per dog license sold. Brian Buswell made motion to increase the fee from \$0.50 to \$1.00. Motion died due to lack of second.

**Restricted Animal Permits**

Paulette updated the committee on the number of permits applied for and will be doing an inspection next week.

**Parks & Forestry Update**

Monthly statistics were presented. Discussion.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$2,319.13	Parks	\$412.00	Parks	\$ 335.73
Forestry	93.07	Forestry	00.00	Forestry	143.74
<u>Snowmobile</u>	<u>74,575.00</u>	<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>0.00</u>
Total	\$76,987.20	Total	\$412.00	Total	\$ 479.47

Motion was made by Gail Chapman, seconded by Douglas Path to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0. Brian Buswell abstained.

**Sanitation & Zoning Updates**

**Discussion of zoning district changes**

Ms. Elliott sent survey to zoned Towns to inquire about their position on "spot zoning" versus requiring conditional use permits for small businesses. Eight responses were received. Some wanted no change to the ordinance, some wanted more information, most would prefer to see small businesses required to get a conditional use permit rather than have to change the zoning. Ms. Elliott will bring potential wording adding conditional use permit for small business back to the next meeting.

**County Comprehensive Plan**

The Comprehensive Plan is on the County Board agenda for approval this month. July 27, 2010

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$1,448.43	Sanitation	\$156.59	Sanitation	\$122.00
Zoning	225.19	Zoning	0.00	Zoning	110.33
<u>Dog Control</u>	<u>1,060.90</u>	<u>Dog Control</u>	<u>206.44</u>	<u>Dog Control</u>	<u>108.67</u>
Total	\$2,734.52	Total	\$363.03	Total	\$341.00

Motion was made by Brian Buswell, seconded by Doug Path to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control except for Crispell-Snyder. Will wait to pay final bill with Crispell-Snyder when plan has passed the full County Board. Motion Carried 5-0.

**Set Date for Next Meeting and Possible Agenda Items.**

**Discuss possible alternate meeting locations**

The next meeting is on Monday, August 16, 2010 at 6:00 pm. Meeting location is the American Legion.

Motion to adjourn at 7:59 PM by Brian Buswell, seconded by Anthony Boltik. Motion carried 5-0.

Recorded by Alison Elliott and Chad Ziegler

**August 16, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control**

Meeting called to order at 6:05 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Brian Buswell, Gail Chapman, and Anthony Boltik.

Absent: Doug Path

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Schilling-DNR, Gina Mason - Humane Society Representative, Paulette Hansen - Humane Officer, and Public.

Motion made to approve minutes from the July 19, 2010 meeting by Brian Buswell, seconded by Gail Chapman. Motion Carried 4-0.

**Public Hearings:**

**Chasing Daylight Animal Shelter Inc.** (Paul Martin) 15040 Hibiscus Rd., Tomah WI 54660 for a conditional use permit to shelter, kennel domestic cats and dogs on property located in the NW1/4 of the SE1/4 Section 16, T17N, R1W, Town of Tomah. The Town of Tomah submitted a letter of approval.

Nancy Reidy and Sharel Martin were present. Mr. Martin gave an updated report. They have the approval of the DNR and DOT. They are in the process of obtaining the State of Wisconsin's approval.

Motion made by Brian Buswell, seconded by Anthony Boltik, to approve the conditional use permit as presented. Carried 4-0.

**Steven R. Dietzman** (SBD Management, Inc.) 29295 Grosbeak Ave., Tomah WI 54660 for a conditional use permit for mining of black dirt and sand and construction of ponds on property located in part of the S1/2 of the NW1/4, N1/2 of the SW1/4 and SW1/4 of the NE1/4 Section 1, T17N, R1W, Town of Tomah. The Town of Tomah submitted a letter of approval with stipulations.

Motion made by Gail Chapman, seconded by Anthony Boltik to approve the conditional use permit with the following five stipulations

- 1) Time frame for project not to exceed four (4) years from the date of permit issue
- 2) Hours of project to occur only between 8AM & 6PM Monday thru Friday
- 3) Depth of the pond not to exceed twelve (12) feet
- 4) Depth of the wildlife ponds (2) not to exceed three (3) feet
- 5) Cost of repair/restoration of any damage caused by this project to Graphite Rd. is to be at the expense of Steve Dietzman and to the satisfaction of the Town of Tomah. This includes the CP railroad crossing.

Motion Carried 4-0.

**Animal Shelter Construction Sub-committee**

Brian Buswell gave an update to the Committee. The County Board approved the fee increases. The committee needs a comprehensive plan from Paulette for the collection of monies. The shelter is planned to open in May or June of 2011.

**Dog Control Updates**

Monthly statistics were presented and discussed.

**Restricted Animal Permits**

The inspection permit form was submitted for review. The Committee will decide whether to approve or not at next month's meeting.

Kevin Huff's permit was submitted for approval. Kevin presented updated pictures. He has met and/or exceeded all County and DNR regulations.

Motion was made by Gail Chapman, seconded by Brian Buswell to approve Kevin Huff's permit. Motion Carried 4-0.

**Vehicle**

A specification sheet was presented to the committee for a truck or van. Discussion was held. Four-wheel drive was made optional. An extended cab is preferred if they purchase a small truck. Automatic transmission is preferred over manual. Alison will check on the possibility of buying a truck outright rather than obtaining bids. The committee wants multiple bids and will consider ALL bids.

Motion was made by Anthony Boltik, seconded by Brian Buswell to solicit bids for a truck or cargo van. Motion carried 4-0.

**Online dog licensing**

Our goal is to have one network and database by 2012 for the dog licenses. We have a bid from one company to provide online service. The problem is that some of the municipalities are not on the internet. Alison is working with the GCS tax database department to see if they would allow us to

use their program. This would not include any data from the veterinarians. Alison will check to see what other counties are using. This will be discussed again next month.

### **Budget**

Animal Control Budget for 2011 may be effected by

1. Paulette may begin to take the health insurance plan offered through the County.
2. The purchase of a new truck. We budgeted \$24,000 for a new truck in 2011. However, we currently have \$16,000 to \$18,000 available to us so that we may be able to purchase the new truck this year.

### **Parks & Forestry Update**

Park statistics were presented and discussed. The committee would like to have the % of the current budget on the sheet and the previous year's figures for comparison.

### **Parks Budget Adjustment**

We received a check for \$24,000 from the DOT for the repaving of the Angelo wayside. This is the bid the DOT received from the County Highway Department. This was placed in the new line item created for the Angelo Wayside.

A motion was made by Brian Buswell, seconded by Gail Chapman, to approve the budget adjustment. Motion carried 4-0

The committee asked Chad to get bids for the Angelo Wayside repaving project.

### **Review Budgets: Forestry & Parks**

There are minimal changes from the 2010 to the 2011 budget. There are more line items to increase accuracy. There was an increase made to Contracted Services. Chad answered questions and explained some of the line items. The committee asked Chad to present a list of anticipated future capital expenditures and improvements. The committee asked if he could use community services for putting an addition on the maintenance shed and Chad explained that it would be possible, but possibly difficult do to the variability in the skill levels of the community service participants. The budget has been submitted to the finance department and will be brought back to the committee only if there are any changes.

### **Financial Report - Vouchers - Inter-departmental Transfers**

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$ 795.39	Parks	\$313.53	Parks	\$ 599.80
Forestry	7.50	Forestry	00.00	Forestry	4.90
Snowmobile	00.00	Snowmobile	00.00	Snowmobile	0.00
Total	\$ 802.89	Total	\$313.53	Total	\$ 604.70

Motion was made by Anthony Boltik, seconded by Gail Chapman to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Motion carried 3-0. Brian Buswell abstained.

### **Sanitation & Zoning Updates**

#### **Discussion of zoning district changes**

Alison presented the following addition to Chapter 47, entitled Zoning:

Add: Small Business means any occupation for gain or support conducted on property by resident occupants which is customarily incidental to the principal use of the premises.

#### **Under ARTICLE III. ZONING DISTRICTS**

##### **DIVISION 2. R-1 URBAN RESIDENTIAL**

###### **Section 47-94. Conditional Uses.**

(a) Add: (5) Small Business

##### **DIVISION 3. R-2 SUBURBAN RESIDENTIAL**

###### **Section 47-130. Conditional Uses.**

Add: (6) Small Business

##### **DIVISION 4. R-3 RURAL RESIDENTIAL**

###### **Section 47-157. Conditional Uses.**

Add: (6) Small Business

##### **DIVISION 8. GA GENERAL AGRICULTURE**

###### **Section 47-292. Conditional Uses.**

Add: (20) Small Business

##### **DIVISION 12. GF GENERAL FORESTRY**

###### **Section 47-430. Conditional Uses.**

Add: (19) Small Business

This is suggested to be added to the zoning code so that the towns would not have to change the zoning of a single property if a resident would like to have a small business on their premises. This would allow property owners more flexibility in the use of their property while at the same time giving the towns authority over the allowed future uses of the property. Alison was asked to send the changes to the town Chairpersons and Clerks to get their opinions. The committee will discuss the responses next month.

A motion was made by Brian Buswell, seconded by Anthony Boltik, that if the towns like the change, then send the proposed wording and definition with the changes to a public hearing and then to the County Board for approval. Motion carried 4-0.

#### **Joint land Use Plan**

Brian Law from the Mississippi Regional Planning Commission informed the committee that they would submit an application for a grant when the time came. Alison explained the grant requirements and benefits. This involves mainly the towns adjacent to Fort McCoy. The outcome of the plan would be to offer tools to ensure the land use surrounding Fort McCoy would be compatible. The local governments are responsible for 10% of the costs. Alison will set up a meeting with the towns involved (Monroe Cty and Jackson Cty), Frank Barton from the Office of Economic Adjustment and a representative from MRPC for further discussion before applying for this grant. Frank Barton will be asked to give a presentation and answer questions at the October 18, 2010 Committee meeting.

#### **County Comprehensive Plan**

The County Board had two questions. 1) Do we have to have a plan? 2) Does it have to be adopted by ordinance?

Alison had a copy of the State Statute showing the answers. This was reviewed by the committee and will be discussed with the County Board at their next meeting.

#### **Financial Report - Vouchers - Inter-departmental Transfers**

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$1,464.24	Sanitation	\$ 84.14	Sanitation	\$ 0.00
Zoning	250.73	Zoning	0.00	Zoning	5.71
<u>Dog Control</u>	<u>1,009.07</u>	<u>Dog Control</u>	<u>123.49</u>	<u>Dog Control</u>	<u>0.00</u>
Total	\$2,724.04	Total	\$207.63	Total	\$ 5.71

Motion was made by Brian Buswell seconded by Anthony Boltik to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Motion Carried 4-0.

#### **Budget**

Dog control There is a \$15,000 increase in the fringe benefits for 2011 because Paulette may take the Health Insurance plan offered by the county. There is also \$24,000 budgeted for a new truck in case one is not purchased this year. Discussion was held.

A motion was made by Brian Buswell, seconded by Gail Chapman, to adjust the allocation of Alison's salary in the Dog Control budget from 20% to 6%, moving the corresponding balance to sanitation and zoning evenly. Motion carried 4-0

Sanitation and Zoning There are minimal changes from last year. The committee recommended a decrease in the revenue of the Sanitation Budget. The budget has been sent to the finance department and will be brought back to the committee only if there are any changes.

#### **Set Date for Next Meeting and Possible Agenda Items.**

The next meeting is on Monday, September 20, 2010 at 6:00 pm. Meeting location is the American Legion.

Motion to adjourn at 8:45 PM by Gail Chapman, seconded by Brian Buswell. Motion carried 4-0.

Recorded by Sharlee Mittelstaedt

**September 20, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control**

Meeting called to order at 6:05 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Brian Buswell, Gail Chapman, Doug Path and Anthony Boltik.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Schilling-DNR, Gina Mason - Humane Society Representative, Paulette Hansen - Humane Officer, and Public.

Motion was made to approve the minutes from the August 16, 2010 meeting by Douglas Path, seconded by Anthony Boltik. Motion Carried 5-0.

#### **Public Hearings:**

**Andrew Burkhalter:** 24001 Logwood Rd, Wilton WI 54670 for a conditional use permit for mineral extraction (sand) on property located the SW ¼ of the SW ¼ Sections 25, T16N, R1W, 40 acres, Town of Wilton.

Andrew notified the town board members of his plan for a sand pit at his home, but there has been no official action taken by the Town of Wilton. The committee would like to have the Town's opinion first. A motion was made by Gail Chapman and seconded by Brian Buswell to postpone the Conditional Use Permit until the next meeting. Motion was defeated by a 0 yes-5 no vote. Mr. Burkhalter has a job lined up for the project. The reclamation plan has been approved by the Land Conservation Dept.

A motion was made by Douglas Path and seconded by Gail Chapman to approve the Conditional Use permit pending the Town's approval. Motion carried 5-0.

**Matt Knebes:** 321 N Youlon, West Salem WI 54669 for a conditional use permit to construct a storage building on property located in SW¼ of SE¼ Section 4, T16N, R4W, Town of Leon, parcel Id #022-00109-1000. The Town of Leon sent a letter recommending approval.

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

#### **Animal Shelter Construction Sub-committee**

Construction of the new facility has begun. Opening is projected for June 2011. Gina Mason iterated that the Chasing Daylight facility would be open to negotiations to contract with Monroe County to board dogs. Brian Buswell will give more information at the October meeting.

#### **Dog Control Updates**

##### **Restricted Animal Permits**

The permit forms were submitted for review. Forms were approved.

Discussion was held to see what to do about "after the fact" permits. There is currently a resident in violation. They are willing to get a permit; however, it is after the "grandfather" period. According to the new ordinance, the animal must be confiscated.

##### **New Vehicle**

All the bid information was given to the Committee. Discussion was held and bids were reviewed. Douglas Path volunteered to test drive the vehicles being considered. He will also research the vehicles on Car-Fax. The following bids were received:

##### **Brenegen Chevrolet-Buick-Olds-Pontiac Inc, Sparta**

2009 Colorado (2wd)	\$15,243
2010 Ranger (4wd)	\$20,243
2008 Ranger (4wd)	\$19,243
2008 Dakota (4wd)	\$19,243

##### **Brenegen Ford-Mercury Inc., Sparta**

2005 F-150 (4wd)	\$17,752
2005 E-250 cargo van	\$8,252

##### **Brenegen Auto, Tomah**

2010 F-150 (4wd)	\$28,140
2008 F-150 (4wd)	\$23,565
2007 F-150 (4wd)	\$20,865
2008 Dakota (4wd)	\$19,065
2007 Ram (2wd)	\$13,065

##### **Enterprise Rent a Car**

2010 Ford ½ ton cargo van	\$20,300
2010 Ford ½ ton cargo van	\$20,000
2010 Ford ½ ton cargo van	\$19,500
2010 Chev ¾ ton cargo van	\$21,500
2010 Chev ¾ ton cargo van	\$23,700
2010 Chev ¾ ton cargo van	\$21,600
2010 Chev ¾ ton cargo van	\$23,500
2010 Chev ¾ ton cargo van	\$20,500
2010 Chev ¾ ton cargo van	\$20,000

A motion was made by Brian Buswell and seconded by Douglas Path to purchase the Chevrolet Colorado subject to acceptable test drive and Car-Fax report. Motion carried 3-2.

Discussion was held on what to do with the present Dog Control vehicle. No decision was made.

##### **Online dog licensing**

A survey was sent to all (34) municipalities regarding their accessibility to the internet. Eleven responded. Only four (4) municipalities have internet access. Our current County tax programmers are working on a system that would allow for our dog license database. It should be ready by 2012. It would be an update to our current system.

##### **Line Item Transfer**

Alison requested that some monies be transferred to cover additional overtime for the Dog Control Department 2010. Motion was made by Douglas Path, seconded by Brian Buswell to transfer the following: Motion Carried 5-0

##### **From Account**

Vehicle Maintenance & Repair	\$456
Mileage	\$100

Postage	\$400	
Building Maintenance		\$273
<b>To Account</b>		
Overtime	\$1,000	
Fringes		\$187
Workman's Comp	\$42	

**Parks & Forestry Update**

**New Lyme Land Trade Resolution**

The resolution has been reviewed by Corporate Council. The proposed trade involves eighty (80) acres of County land to go to Habelman Bros. Company in exchange for \$20,000.00, an easement across their property to access County Forest Land and one-hundred sixty (160) acres of Hableman land.

Motion was made by Brian Buswell and seconded by Doug Path to approve the resolution. Motion carried 5-0.

**Present Park Projects List**

Chad presented a list of current and future projects and equipment purchases for McMullen Park and the Angelo Wayside so the Committee would know his thoughts for long range planning. The committee mentioned other potential projects and ideas.

The committee requested that the bathrooms at the Angelo wayside be opened and that Chad looks into the feasibility of providing camping for equestrians at McMullen Park, determine if horses are allowed on ATV trails in Jackson County and the feasibility of having connecting trails to Jackson County.

**WCFA Annual Meeting Attendance**

The WCFA Annual Meeting will be held on November 5<sup>th</sup>, 2010 in Wausau. There is no agenda available yet. Chad will be unable to attend. If any Committee member is interested in attending, they should notify Chad before October 1, 2010.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	2,204.75	Parks	\$326.14	Parks	\$ 229.07
Forestry	0.00	Forestry	00.00	Forestry	0.00
Snowmobile	00.00	Snowmobile	00.00	Snowmobile	0.00
Total	\$2,204.75	Total	\$326.14	Total	\$ 229.07

Motion was made by Doug Path, seconded by Gail Chapman to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0. Brian Buswell abstained.

**Sanitation & Zoning Updates**

**WCCA fall conference** will be held October 27<sup>th</sup>-29<sup>th</sup>, 2010 in Neenah, WI.

A motion was made by Brian Buswell and seconded by Doug Path to allow either Ken Elliott or Alison Elliott to attend. Motion carried 5-0.

**Small business amendment**

The new definition of small business was sent to all eleven zoned Towns. Six of the Towns were in favor of the new definition, five of the Towns did not reply.

A motion was made by Gail Chapman and seconded by Brian Buswell to go forward with the public hearing in November for the proposed ordinance amendment. It must then be approved by the full County Board then it goes to the zoned Towns for approval. Anticipated effective date is January, 2011

**Joint land Use Plan**

Frank Barton from the Office of Economic Adjustment and a representative from Mississippi Regional Planning Commission will be attending the next meeting. Frank Barton will be asked to give a presentation and answer questions at the October 18, 2010 Committee meeting. All Monroe County municipalities and any Jackson County municipalities that border Fort McCoy have been invited.

Committee asked that a **copy of the agenda be available at the door** so the attending public will know what is being discussed that evening.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$1,420.35	Sanitation	\$122.52	Sanitation	\$ 0.00
Zoning	298.52	Zoning	0.00	Zoning	33.75
Dog Control	1,116.36	Dog Control	208.81	Dog Control	1.47
Total	\$2,835.23	Total	\$331.33	Total	\$ 35.22

Motion was made by Gail Chapman, seconded by Brian Buswell to approve the vouchers, interdepartmental transfers and credit card expenditures for



Sanitation, Zoning and Dog Control. Motion Carried 5-0.

A voucher to Crispell-Snyder for the County Comprehensive Plan was in the amount of \$5,163.78 was presented for payment. Motion was made by Brian Buswell and seconded by Doug Path to approve payment. Motion carried 5-0.

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting is on Monday, October 18, 2010 at 6:00 pm. Meeting location is the Sparta American Legion.

Motion to adjourn at 8:30 PM by Brian Buswell, seconded by Gail Chapman. Motion carried 5-0.

Recorded by Sharlee Mittelstaedt

**October 18, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control**

Meeting called to order at 6:05 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Brian Buswell, Gail Chapman, Doug Path and Anthony Boltik.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Schilling-DNR, Gina Mason - Humane Society Representative, Paulette Hansen - Humane Officer, and Public.

Motion was made to approve the minutes from the September 20, 2010 meeting by Gail Chapman, seconded by Brian Buswell. Motion Carried 5-0.

**Public Hearings:**

**Richard Martin**, PO Box 70, Kendall, WI 54638 for a conditional use permit for **fill for a covered barnyard** on property located the SW ¼ of the NW ¼ Sections 8, T15N, R1E, 41 acres, Town of Glendale. The property address is 29395 Moccasin Ave. Property tax parcel ID# 010-00174-2000 & 010-00177-0000. Mr. Martin was present. WDNR has approved this project with the condition that Mr. Martin shall allow Department personnel reasonable entry and access to the site to inspect the discharge for compliance with certification and applicable laws. The purpose of the project is to raise beef cattle. The project was designed by Land Conservation. The Town of Glendale sent a letter of approval. The fill will be within 300 feet of a stream (Shoreland zoning). There was concern about run off and erosion during the construction period. Silt fencing will be utilized to prevent erosion and sediment run off during construction. Once construction is done the manure run off problem will be solved.

A motion was made by Douglas Path and seconded by Anthony Boltik to approve the Conditional Use permit as presented. Motion carried 5-0.

**Liberation Park** (Robert Larson, Park Board President) PO Box 205, Norwalk, WI 54648 for a conditional use permit for **semi-public retreat facilities** on property located in part of the SW1/4, Sec. 20, T16N, R2W, Town of Ridgeville, 17483 Kendall Ave, parcel ID #'s 034-00427-2000, 034-00424-0001, 034-00427-0000, 034-00427-0001, 034-00425-0001, 034-00425-0000 & 034-00424-0000. Robert Larson was present. Town of Ridgeville submitted a letter of approval. This is a small religious non-profit group that wants a retreat for meditation and prayer. Several public concerns were expressed. Concerns dealt with septic requirements, fire and safety issues, and future expansion. Committee found that there were no conflicts with the Town's comprehensive plan.

A motion was made by Brian Buswell, seconded by Douglas Path, to approve the conditional use permit as presented. Discussion held. A motion was made by Anthony Boltik, seconded by Brian Buswell to amend the motion to add the conditions that the number of proposed cottages be limited to six (6) and future tent sites 1 to 3 as described in the application. Amendment carried 5-0. Original motion as amended carried 5-0.

**Tim Shaw**, Fairview Cranberry Co., 3 E Main St., Black River Falls, WI 54615 for a conditional use permit for **mineral extraction** on property located in parts of Sections 8, 16, & 17, T17N, R1E, 782 acres, Town of Oakdale. Tim Shaw was present. The Town of Oakdale has taken a neutral position regarding this application. Mr. Shaw presented his plan. Part of the property is in a Floodplain and a portion is wetlands. He will work with the State DOT for approval of an access road. He needs to get DNR approval for the stream changes. Public questions were addressed.

A motion was made by Brian Buswell, seconded by Douglas Path, to approve the conditional use permit as presented. Motion carried 5-0.

**Joint Land Use Plan Presentation, Frank Barton Dept. of Economic Adjustment**

Fort McCoy requested a land use study to investigate possible encroachment. This is a community driven exercise that is totally voluntary. The cities of Sparta and Tomah, the County, six Monroe County Towns (2 zoned) plus two Jackson County Towns and any other municipalities in the surrounding area are being asked to participate. The purpose of the study is to keep community activities and development away from Fort McCoy and visa versa to make sure that the Fort remains compatible with the surrounding land use. The cost is estimated to be between \$60,000 and \$120,000 with the communities paying 10%. Mississippi River Regional Planning Commission (MRRPC) would assist with the grant application. Linda Fournier, a representative from Fort McCoy, explained their viewpoint. Fort McCoy wants to limit encroachment by the communities before any problems develop and cause problems with operations, growth capabilities and mission expansion of Fort McCoy. The first step is to decide who will participate, who will be the grant applicant and the lead entity in the process. An outside company such as MRRPC could be hired to help develop the plan. Questions were answered. Who should apply? Who will lead? Should the DNR participate? No one at the meeting opposed moving forward with the plan. A letter will be sent to the possible participants inviting them to the next Committee meeting to decide how to proceed.

**Animal Shelter Construction Sub-committee**

Gina Mason gave a report stating that construction was on schedule.

**Dog Control Updates**

A **comprehensive plan**, showing a projection out 20 years, was developed at the request of legal council. Some of the projections included an addition to the building and a \$10,000-\$20,000 proposed hook up to city sewer and water. May increase hours to include one evening using on call workers. There may be a need to hire a Humane Officer Assistant with authority to handle Paulette’s duties and cover for her when she is unavailable.

**Special needs dogs (dogs with medical needs requiring additional monies once adopted.)**

We currently **waive the adoption fee** for special needs dogs up to ten a year. This saves the County money because the dogs get adopted and the County does not incur medication and maintenance (dog needs to be isolated) fees.

A motion was made by Douglas Path, seconded by Gail Chapman, to continue to waive the adoption fee for 2011 with a limit of 10 dogs. Motion carried 5-0

**Vehicle Reconsideration**

Douglas Path test drove the Chevrolet Colorado mentioned in last month’s minutes but did not approve purchase of the vehicle. A motion was made by Gail Chapman, seconded by Brian Buswell to **reconsider the purchase** of a vehicle for the Humane Officer. Discussion held. Ms. Margaret O’Hare-Newton has offered a donation of \$2,500 if a 4-wheel drive vehicle is purchased. Motion carried 3-2 with Brian Buswell and Douglas Path opposed.

A motion was made by Gail Chapman, seconded by Anthony Boltik, to **rescind the previous motion** to purchase the Chevrolet Colorado truck. Motion carried 4-1 with Brian Buswell opposed.

A motion was made by Anthony Boltik, seconded by Gail Chapman, to **request new bids** for a used or new 4-wheel drive pick up truck with cruise control. Discussion held. Motion carried 5-0.

**Budgetary Adjustment**

There is an excess of \$11,438.92 in the dog license sales and donations above what was predicted for revenue in 2010.

A motion was made by Brian Buswell, seconded by Anthony Boltik, to approve a budget adjustment for 2010. Motion carried 5-0.

**Line Item Transfer**

A motion was made by Anthony Boltik, seconded by Brian Buswell to do a line item transfer from donations to Capital Outlay for \$7,000. Motion Carried 5-0

There is currently \$18,432.98 (not including Ms. O’Hare-Newton’s donation) available for the purchase of a new vehicle.

**Wolf Hybrid Issue.**

Committee requested a status update on the confiscation of the Shaunea Martenson’s dog on Hilltop Drive. Corporate Council wrote a letter issuing a citation. Family went to court but the outcome is unknown. Alison will inquire and report next month.

**Parks & Forestry Update**

**WCFA Conference**

The WCFA Annual Meeting will be held on November 5<sup>th</sup>, 2010 in Wausau. Motion made by Douglas Path, second by Gail Chapman to approve attendance to the conference for Richard Yarrington. Motion Carried 5-0.

**Resolution approving the County Forest Annual Work Plan**

Chad explained the purpose of this plan. Committee voted to approve the work plan.

A motion was made by Brian Buswell, seconded by Gail Chapman to forward this resolution to the County Board. Motion Carried 5-0.

**Financial Report - Vouchers - Inter-departmental Transfers**

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	1,219.64	Parks	\$354.78	Parks	\$ 467.52
Forestry	0.00	Forestry	00.00	Forestry	144.90
<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>0.00</u>
Total	\$1,219.64	Total	\$354.78	Total	\$ 612.42

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed

<u>Vouchers</u>	<u>Interdepartmental Transfers</u>	<u>Credit Card Expenditures</u>
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Sanitation	\$1,559.20	Sanitation	\$180.59	Sanitation	\$240.62
Zoning	828.80	Zoning	0.00	Zoning	17.74
<u>Dog Control</u>	<u>1,013.68</u>	<u>Dog Control</u>	<u>205.33</u>	<u>Dog Control</u>	<u>383.60</u>
Total	\$3,401.68	Total	\$385.92	Total	\$641.96

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

**Sanitation & Zoning Updates**

**BOA adjustments**

It was decided to wait till the end of the year to make any line items transfers from the BOA account.

**Comprehensive Plan**

The Committee members received the final copy of the Plan. The County Board Members will receive amended pages to add to their draft copy.

**2011 Budget if available**

No updated information regarding the 2011 budget.

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting is on Monday, November 15, 2010 at 6:00 pm. Meeting location is the Sparta American Legion.

Motion to adjourn at 9:45 PM by Brian Buswell, seconded by Douglas Path. Motion carried 5-0.

Recorded by Sharlee Mittelstaedt

**November 15, 2010**

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control**

Meeting called to order at 6:00 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Brian Buswell, Gail Chapman and Anthony Boltik.

Absent: Doug Path

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Schilling-DNR, Gina Mason - Humane Society Representative, Paulette Hansen - Humane Officer, and Public.

Motion was made to approve the minutes from the October 18, 2010 meeting by Brian Buswell, seconded by Anthony Boltik. Motion Carried 4-0.

**Public Hearings**

**Proposed Amendments** to the Monroe County Code of Ordinances, Chapter 47, Zoning

Under **ARTICLE I. IN GENERAL**

Section **47-7. Definitions.**

Add: Small Business means any occupation for gain or support conducted on property by resident occupants which is customarily incidental to the principal use of the premises.

Under **ARTICLE III. ZONING DISTRICTS**

DIVISION 2. R-1 URBAN RESIDENTIAL

**Section 47-94. Conditional Uses.**

(a) Add: (5) Small Business

DIVISION 3. R-2 SUBURBAN RESIDENTIAL

**Section 47-130. Conditional Uses.**

Add: (6) Small Business

DIVISION 4. R-3 RURAL RESIDENTIAL

**Section 47-157. Conditional Uses.**

Add: (6) Small Business

DIVISION 8. GA GENERAL AGRICULTURE

**Section 47-292. Conditional Uses.**

Add: (20) Small Business

DIVISION 12. GF GENERAL FORESTRY

**Section 47-430. Conditional Uses.**

Add: (19) Small Business

Motion made by Gail Chapman, second by Anthony Boltik to add Community (see blow) to resolution. Carried 4-0.

DIVISION 11 C COMMUNITY

**Section 47-394. Conditional Uses.**

Add: (17) Small Business

Motion to approve resolution with amendment by Brian Buswell, Second by Gail Chapman and to forward to the full County Board 11-24-10.  
Motion Carried 4-0.

**Edward & Paulette Hansen** 17977 Innswood Rd, Norwalk, WI 54648 for a change of zoning district from General Forestry to General Agriculture to apply for a Conditional Use Permit under the General Agriculture District on a parcel of land located in the SE ¼ of the SW ¼, and the NE¼ of the SW ¼ Section 29, T17N, R2W, Lot 1 of 10 CSM166 Doc#446572, Town of Adrian. Edward & Paulette were present. The Town of Adrian sent a letter of approval for both the change of zoning and conditional use permit. A motion was made by Gail Chapman, second by Brian Buswell to approve the Change of Zoning and forward to the County Board meeting to be held on 11-24-10. Motion carried 4-0.

**Steven & Nancy Brown** 7166 Duece Rd., Tomah, WI 54660 for a change of zoning district from Business to Rural Residential to be able to apply for a Conditional Use Permit under the Rural Residential District on a parcel of land located in the SW ¼ of the NE ¼, Section 30, T18N, R1W, Lot 4 of 15 CSM28 Doc#505328, Town of La Grange.  
Steve & Nancy Brown were present. The Town of LaGrange sent a letter of approval for both the change of zoning and conditional use permit. Motion made by Gail Chapman and second by Anthony Boltik to approve the Change of Zoning as presented and forward to the County Board for approval on 11-24-10. Motion carried 4-0.

**Anthony Burkhalter** 24001 Logwood Rd, Wilton WI 54670. Revisit for clarification and reconsideration a previously granted Conditional Use Permit for mineral extraction (sand) on property located the SW ¼ of the SW ¼ Sections 25, T16N, R1W, Town of Wilton. The Town of Wilton sent a letter of approval for mineral extraction (sand) for a specific 2 acre piece as long as Mr. Burkhalter is in compliance with all Monroe County Ordinances.  
Motion was made by Brian Buswell, second by Gail Chapman to amend conditional use permit #170-10 issued 9-20-10 to add the condition that the mineral extraction only be located on the specific 2 acre piece. Motion Carried 4-0.

#### Joint Land Use Study

After discussion the committee decided to move ahead with the Joint Land Use Study and directed Alison to have Corporation Council draw up a resolution to be presented at the next regular Zoning Committee meeting and to forward to the Full County Board in December.

#### Animal Shelter Construction Sub-committee

Discussion. No action taken.

#### Dog Control Updates

Alison handed out a 2011-2012 Dog License Sale Plan to the Committee. See Attached. Motion made by Gail Chapman second by Brian Buswell to move forward with plan. Carried 4-0.

#### Vehicle

Bids were reviewed by the Committee. Motion made by Anthony Boltik, second by Richard Yarrington to accept bid presented by Ewald Chevrolet-Buick in the amount of \$18,522.00 for a 2011 Ram Dakota. Carried 3-1.

#### Parks & Forestry Update

Richard Yarrington presented Chad with a medal to put on the revolving State Forest Productivity Award Trophy for producing the highest yield per acre of forest products out of all the county forests in the state. This is the second year in a row that this has been awarded to Monroe County. Kevin Schilling introduced the new Forestry Leader for Monroe, Jackson, Clark, Chippewa and Eau Claire Counties, Larry Whaley.

#### Vehicular access on County Forest logging roads

There are 3,000 acres of county forest in the Town of New Lyme. The public is damaging the dirt logging roads and dumping tires and garbage on county forest land. Gates have been put up to allow for walk-in access only. Hunters have expressed concern that access to the public forest is being restricted. Discussion. Recommendation by Committee to open county forest gates from October 1<sup>st</sup> through mid December each year.

#### Forest Sustainable Grant Application

The Forest Sustainable Grant from the state pays for projects on the county forests. Chad Ziegler and Kevin Schilling would like to develop a project for identifying and controlling invasive species on the county forest and apply for the grant to pay for the project. Committee directed Chad Ziegler and Kevin Schilling to get an estimate of costs involved, work up a plan and apply for the grant.

#### WCFA Fall Meeting Update

Richard Yarrington attended the meeting and gave update. Association fees went down for 2012.

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

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	643.53	Parks	\$251.13	Parks	\$ 15.94
Forestry	20.34	Forestry	00.00	Forestry	311.60
Snowmobile	00.00	Snowmobile	00.00	Snowmobile	0.00
Total	\$663.87	Total	\$251.13	Total	\$ 327.54

A motion was made by Anthony Boltik, seconded by Gail Chapman to approve the vouchers, interdepartmental transfers and credit card expenditures. Motion carried 3-0. Brian Buswell abstained.

**Sanitation & Zoning Updates**

**WCCA Conference Update**

Ken Elliott attended the conference. A presentation on Wind Towers was given. The County ordinances regarding wind towers will need to be amended to comply with the new State regulations. Updates to Administrative code NR115 was also given. A model county ordinance should be available soon for use by counties to amend their current shoreland zoning code to meet State regulations.

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

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$ 1,415.92	Sanitation	\$209.54	Sanitation	\$160.99
Zoning	2,025.39	Zoning	0.00	Zoning	161.34
<u>Dog Control</u>	<u>787.98</u>	<u>Dog Control</u>	<u>214.22</u>	<u>Dog Control</u>	<u>62.20</u>
Total	\$4,229.29	Total	\$423.76	Total	\$384.53

A motion was made by Brian Buswell, seconded by Anthony Boltik to approve the vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0.

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting is on Monday, December 20, 2010 at 6:00 pm. Meeting location is the Sparta American Legion.

Motion to adjourn at 9:48 PM by Gail Chapman, seconded by Brian Buswell. Motion carried 4-0.

## Dog License Sale Plan

### 2011

- Input all dog licenses sold in the entire county into one computer system for easy reference. Completion estimated by mid May
- Humane Officer and Zoning and Sanitation Department staff note properties with dogs while traveling the county and when complaint is received. Verify licenses using database and send notice or citation if no license on record for that property.
- Work on getting more low cost rabies clinics and sell licenses at the same time.
- Recruit volunteers to go door to door and count dogs in each municipality. Send notice or citation to violators.
- Contact the Veterinarians to see if they will sell dog licenses
- Do a news release in the beginning of March to help educated people on the fact that they need a license.

### 2012

- Same as 2011 with the addition of the following:
- Cross reference previous year's database with current year to verify that licenses were obtained. Mail notices to those who purchased licenses the previous year but did not the current year. Owners would be required to provide notification when the dog is no longer in Monroe County.

### December 20, 2010

#### Sanitation/Planning & Zoning/Forestry/Parks/Dog Control

Meeting called to order at 6:00 pm by Chairman, Richard Yarrington.

Present: Richard Yarrington, Gail Chapman, Doug Path and Anthony Boltik (6:06 pm).

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

Absent: Brian Buswell

Motion was made to approve the minutes from the November 15, 2010 meeting by Gail Chapman, seconded by Douglas Path. Motion Carried 3-0.

#### Public Hearings

**Edward & Paulette Hansen** for a conditional use permit to operate an incinerator for pet cremation on a parcel of land located in the SE ¼ of the SW ¼, and the NE¼ of the SW ¼ Section 29, T17N, R2W, Lot 1 of 10 CSM166 Doc#446572, Town of Adrian. The Town of Adrian submitted a letter of approval. Ed & Paulette Hansen were present.

Mr. and Mrs. Hansen made their presentation and gave materials to the committee members. The DNR has no permit requirements at this time.

Sharel Martin raised the issue of a possible conflict of interest Paulette as the Monroe County Humane Officer could make a profit from euthanizing the animals that come from the County's animal shelter. The Hansen's agreed to either not do the cremations for the County or not charge for them.

Motion made by Gail Chapman, second by Douglas Path to approve conditional use permit as presented.

Motion was made by Douglas Path, seconded by Gail Chapman to amend the previous motion to include the condition that the Hansen's would not charge the County for the first year for any euthanizing at which time the committee would revisit the condition. Motion carried 4-0 Original motion with amendment carried 4-0.

**Steven Brown** 7166 Duece Rd., Tomah, WI 54660 for a conditional use permit to build a church and parsonage in one structure on a parcel of land located in the SW ¼ of the NW ¼, Section 30, T18N, R1W, Lot 4 of 15 CSM28 Doc. #505328, Town of La Grange. The town submitted a letter of approval. Steve Brown was present and explained the project to the committee members.

Motion made by Douglas Path, second by Gail Chapman to approve conditional use permit as presented. Motion Carried 4-0.

**Terry Boyd** 20222 Jade Rd, Sparta, WI 54656 for a conditional use permit to duplex existing residence on property located in SE¼ of NW¼ Section 9, T16N, R4W, Town of Leon, parcel Id #022-00197-1200. The Town of Leon submitted a letter of approval. Terry Boyd was present and explained the project.

Motion made by Anthony Boltik, second by Gail Chapman to approve conditional use permit as presented. Motion Carried 4-0.

**Kenneth Kuhn** 11382 Cty Hwy M, Tomah, WI 54660 change of zoning district from Business to General Agriculture so entire property will be zoned General Agriculture on a parcel of land located in the SE ¼ of the NW ¼, Section 30, T18N, R1W, Town of LaGrange. Kenneth Kuhn was present and explained to the committee members that he is no longer running a business on his property and would like to change the zoning back to General Agriculture.

A motion was made by Douglas Path, second by Gail Chapman to approve the Change of Zoning and forward to the County Board meeting to be held on 1-26-11. Motion carried 4-0.

**Jeffery Bohnert**, 20548 St Hwy 27, Sparta, WI 54656 for a conditional use permit for Auto & Recreational Sales & Service on property located in NW¼ of SW¼ Section 11, T16N, R4W, Town of Leon, parcel Id# 022-00819-0000. The town of Leon submitted a letter of approval. Jeffery Bohnert was not present. Alison explained the location. The committee members were familiar with the project.

Motion made by Douglas Path, second by Anthony Boltik to approve conditional use permit as presented.  
Motion Carried 4-0.

**Tim Shaw**, Fairview Cranberry Co., 3 E Main St., Black River Falls, WI 54615 for a conditional use permit for a Sand Processing Facility with Rail Spur and Loading Equipment on property located in parts of the NE ¼ of the SW ¼ & the NW ¼ of the SE ¼, Section 8, T17N, R1E, 60 acres, Town of Oakdale. The Town of Oakdale submitted a letter of approval. Tim Shaw was present.

Roger Schroeder stated that he would rather see a railroad spur than see more traffic on the roads. The railroad spur would be a ¼ to ½ mile log spur depending on the location of the wetlands. Tim stated that other companies in the area may contract with him to use the railroad instead of the roads. This will be ongoing use of a minimum of 10 years. The spur could possibly have room for 20 or more cars.

Motion made by Anthony Boltik, second by Gail Chapman to approve conditional use permit as presented. Motion Carried 4-0.

#### **Joint Land Use Study**

The proposed resolution was read by Alison. (See attached)

Alison handed out a fact sheet about the joint land use study made by Bryan Law from the Mississippi River Regional Planning Commission. Linda Fournier was present from Ft. McCoy to explain the study and remind the Committee and the public that this is not binding, it is only a study. The question was asked what would happen if Xcel would not contribute the \$3,000. Alison explained that even if Xcel does not come through with their contribution, the MRRPC would still cover the cost of the 10% match. Linda explained that the MRRPC can write the grant and do the study.

Motion made by Douglas Path, second by Anthony Boltik to approve resolution as presented and forward to the full county board on 12-22-10.  
Motion Carried 4-0.

#### **Animal Shelter Construction Sub-committee**

No updates at this time.

#### **Dog Control Updates** – No updates

#### **Parks & Forestry Update** - No updates.

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

2010 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2010 Forestry and Parks Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	903.86	Parks	\$77.17	Parks	\$ 28.25
Forestry	1,499.37	Forestry	00.00	Forestry	1.96
<u>Snowmobile</u>	<u>71,596.43</u>	<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>0.00</u>
Total	\$73,999.66	Total	\$ 77.17	Total	\$ 30.21

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

#### **Sanitation & Zoning Updates** – No updates

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

2010 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2010 Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$ 1,356.30	Sanitation	\$158.51	Sanitation	\$249.97
Zoning	283.99	Zoning	0.00	Zoning	000.00
<u>Dog Control</u>	<u>19,750.80</u>	<u>Dog Control</u>	<u>178.03</u>	<u>Dog Control</u>	<u>143.74</u>
Total	\$21,391.09	Total	\$336.54	Total	\$393.71

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

#### **Set Date for Next Meeting and Possible Agenda Items.**

The next meeting is on Monday, January 17, 2011 at 6:00 pm at the American Legion. Starting in February 2011 the meeting location will be moved to the Rolling Hills Complex.

**Closed Session**

Motion Made by Douglas Path, second by Gail Chapman to go into closed session pursuant to Wisconsin State Statutes 19.85 (1) (c) to conduct annual performance evaluation for the Sanitation, Zoning & Dog Control Administrator. Roll call vote: Richard Yarrington-yes, Gail Chapman-yes, Doug Path-yes, Anthony Boltik-yes. Cathy Schmit was also present

Motion was made by Gail Chapman, second by Anthony Boltik to go back into open session. Roll call vote: Richard Yarrington-yes, Gail Chapman-yes, Doug Path-yes, Anthony Boltik-yes.

Motion to adjourn at 7:23 pm by Gail Chapman, seconded by Anthony Boltik. Motion carried 4-0.

Recorded by Alison Elliott



RESOLUTION NO. \_\_\_\_\_

RESOLUTION SUPPORTING THE JOINT LAND USE STUDY WITH FT MCCOY

WHEREAS, In 2008, the Defense Department’s Office of Economic Adjustment (OEA) identified Ft. McCoy as an installation that could encounter land-use conflicts with its surrounding civilian communities in the coming decades, and the Army nominated Ft. McCoy for a Joint Land Use Study (JLUS); and

WHEREAS, The objective of a JLUS is to identify sources of potential land-use conflict and allow the participants of the study to avoid them as they plan for future development; and

WHEREAS, The Mississippi River Regional Planning Commission (MRRPC) has agreed to write the JLUS; and

WHEREAS, The OEA will provide a grant for 90% of the cost of a JLUS, with the local government(s) provide the other 10% of the costs; and

WHEREAS, The MRRPC estimates the cost to be \$100,000.00 for the Ft. McCoy JLUS; and

WHEREAS, Xcel Energy has indicated it will contribute \$3,000 toward the local 10%, and the MRRPC will contribute the remainder of the local 10% of the costs.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that Monroe County shall cooperate and participate in the JLUS with Ft. McCoy and other local governments.

Dated this    day of                   , 20    .

OFFERED BY SANITATION, PLANNING & ZONING, and FORESTRY COMMITTEE:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Committee vote: \_\_\_ yes, \_\_\_ no

Statement of Purpose: To participate in a JLUS with Ft. McCoy to identify sources of potential conflict and allow participants to avoid them as they plan for future development.

Financial Impact: None to the budget.

Approved by Corporation Counsel \_\_\_\_\_

Drafted by: Alison Elliott, December 6, 2010