February 20, 2017

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:01 p.m., by Chairman, Doug Path

Present: Doug Path, Paul Steele, Cedric Schnitzler, Rod Sherwood and Dan Olson.
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator. Amber Dvorak-Humane Officer (7pm)

Possible Corrections and Approval of December 19, 2016 Meeting Minutes. (Meeting from January 20, 2017 was cancelled due to bad weather).

A **Motion** was made by Dan Olson and seconded by Rodney Sherwood to approve the minutes from the December 19, 2016 meeting. Motion carried, 5-0.

Public Comment (3 minutes each):

Public Hearings

Application of ST Joseph Construction/Tomah Veterinarian Clinic for a **conditional use permit** for a Veterinarian Clinic, on property located at the corner of Lester McMullen Dr. and ST Hwy 131, in part of the NE 1/4, NW 1/4, Section 16, T17N, R1W, in the Town of Tomah, 10.185 acres. The adjoining land use is interstate and business.

John Elrick was present on behalf of the Tomah Veterinary Clinic/ST Joseph's Construction to discuss the purpose of the application for a conditional use permit to build a new veterinary Clinic. Committee members were given a map of the site location as well as the building layout. The new building will be 6600 sq feet with a garage. The structure will consist of 6 exam rooms, a surgery room, storage and lobby area. The structure of the building will be wood with a metal roof.

Howard Hansen, Town chairman of Tomah was present. The Town was in favor of the proposal. Howard stated that they also notified all the surrounding neighbors and there were no objections to the new clinic.

Discussion was held:

A **Motion** was made by Rodney Sherwood, seconded by Dan Olson to approve the application of St Joseph Construction/Tomah Veterinarian Clinic for Conditional Use Permit for Veterinarian Clinic, on property located at the corner of Lester McMullen Dr. and ST Hwy 131, in part of the NE 1/4, NW 1/4, Section 16, T17N, R1W, in the Town of Tomah, Motion carried: 5-0.

Application of Bryan Olsen and Pristine Sun for a **conditional use permit** to install and operate a solar garden as a part of Solar Connects Communities program of Xcel Energy, on property located at County Hwy B and Ebony Rd, in part of the SE 1/4, NW 1/4, Section 11, T18N, R4W, in the Town of Little Falls, parcel number 026-00965-0000, 13.40 acres. The adjoining land use is agriculture.

Bryan Olsen was present, owner of the property on County Hwy B and Ebony Rd in the Town of Little Falls. Troy Helming, with Pristine Sun presented to the Committee and public a brief description of the company and project regarding the solar panels for Xcel Energy. They are leasing approximately 13 acres from Bryan Olsen but the panels will only be on about 5 acres. They have a 25 year contract with Mr. Olsen. The panels are approximately 74 inches tall and require very little maintenance. The solar panels will still generate electricity

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even on overcast days and with up to 10 inches of snow over them. They recently installed the same solar panels in Eau Claire and have one more being installed in LaCrosse this year.

A letter was received from the Town of Little Falls recommending approval of the permit.

Discussion was held:

A question was asked about the safety of vehicles passing on the road with the reflection of the sun. Mr. Helming stated that the panels are made to absorb the light not reflect, therefore this would not be an issue.

A **Motion** was made by Cedric Schnitzler, seconded by Dan Olson, to approve the application of Bryan Olsen and Pristine Sun for a Conditional Use Permit to install and operate a solar garden as a part of Solar Connects Communities program of Xcel Energy, on property located at County Hwy B and Ebony Rd, in part of the SE 1/4, NW 1/4, Section 11, T18N, R4W, in the Town of Little Falls, parcel number 026-00965-0000, 13.40 acres.. Motion carried, 5-0.

Application of Douglas Jones/Scott Littell-Cloud 1 LLC, for a **conditional use permit** to construct a 300' guyed tower for fixed internet wireless service, on property located at approximately 19314 Jefferson Rd, SE ¼ of the NE ¼, Section 4, T16N, R3W, 40 acres in the Town of Wells, Tax Parcel ID# 046-00066-0000. The adjoining land use agricultural and forestry.

Mr. Littell from Cloud1, LLC was present to speak on behalf of the company as well as on behalf of Douglas Jones, property owner, for a conditional use permit for the wireless internet tower. Mr. Littell addressed the Committee and public and gave a brief description of his intent. He stated that the Town of Wells has issued a driveway permit for the tower. The tower will be 300' with a 5-7 mile range. Fall zone on this tower is 240 feet. They had to stay away from the Fort McCoy area due to the airport. The location will be on Jefferson Rd. and is set back from the road 440 feet. Equipment will be brought in on County AA. It was explained that their company builds all their own towers but the civil work is contracted.

The question was asked about how long the company has been in business. The company is known as Bugtussel and has been in business for 11 years. They do work with AT&T in some cases but not on this particular tower at this time.

Mr. David Carney, a neighbor to this property, raised some concerns. He is against the tower because he did not purchase and invest a lot of money into his property to look out his back door at a tower. He was also concerned about the possible decrease in property value because of its proximity. He asked if there was going to be any lighting on this tower. Mr. Littell explained the requirement that the tower will have a blinking light on it, white during the day and red at night. He also stated that these lights reflect up not out. Committee Chairman Doug Path explained to Mr. Carney that while the Committee understands his concerns State law does not allow them to deny cell towers due to aesthetics, however they can put conditions on the permit.

A concern was brought up regarding power outages. If the power goes out on the towers do they run on generators and if so what would the noise level would be? Mr. Littell stated that Federal law requires the towers have back-up battery power for 8 hours and there is minimal noise.

Discussion was held:

A letter from the Town of Wells was received with two recommendations for conditions. One was to use access off of Hwy AA onto Jefferson road to the construction site. The other recommendation was that any damages done to any town road due to equipment or machinery used during the construction or use of the tower would be compensated by the parties represented in the application for the conditional use permit for the fixed wireless

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service company. Compensation could be charged up to triple the cost to repair the damaged road or roadway as stated in the Wisconsin State Statutes 86.02.

A motion was made by Paul Steele, seconded by Cedric Schnitzler to approve the application of Douglas Jones/Scott Littell-Cloud 1 LLC, for a **conditional use permit** to construct a 300' guyed tower for fixed internet wireless service, on property located at approximately 19314 Jefferson Rd, SE ¼ of the NE ¼, Section 4, T16N, R3W, 40 acres in the Town of Wells, Tax Parcel ID# 046-00066-0000 with the condition that any damages done to any town or county road due to equipment or machinery used during the construction or use of the tower would be compensated by the parties represented in the application for the conditional use permit for the fixed wireless service company. Compensation could be charged up to triple the cost to repair the damaged road or roadway as stated in the Wisconsin Statutes 86.02., and to include that any possible future damage to site with changes made to the tower for the lifetime of the lease.

Further discussion was held:

Howard Hansen, chairman of Tomah spoke and stated that in the Wisconsin statutes that anyone who damages town roads, county roads, highways is responsible to repair them. He felt that it is redundant to put that on as a condition.

Motion failed 2yes-3no, (Douglas Path, Rod Sherwood & Dan Olson)

A motion was made by Rod Sherwood, seconded by Dan Olson to approve the application of Douglas Jones/Scott Littell-Cloud 1 LLC, for a **conditional use permit** to construct a 300' guyed tower for fixed internet wireless service, on property located at approximately 19314 Jefferson Rd, SE ¼ of the NE ¼, Section 4, T16N, R3W, 40 acres in the Town of Wells, Tax Parcel ID# 046-00066-0000 with no conditions.

Further discussion was held:

A motion was made by Douglas Path to amend the motion to add the condition that any damages done to any town or county road due to equipment or machinery used during the construction or use of the tower would be compensated by the parties represented in the application for the conditional use permit for the fixed wireless service company. Compensation could be charged up to triple the cost to repair the damaged road or roadway as stated in the Wisconsin Statutes 86.02

Further discussion was held.

Doug Path withdrew his amendment. Dan Olson withdrew his second and Rod Sherwood withdrew his motion.

A motion was made by Dan Olson, seconded by Rod Sherwood to approve the application of Douglas Jones/Scott Littell-Cloud 1 LLC, for a **conditional use permit** to construct a 300' guyed tower for fixed internet wireless service, on property located at approximately 19314 Jefferson Rd, SE ¼ of the NE ¼, Section 4, T16N, R3W, 40 acres in the Town of Wells, Tax Parcel ID# 046-00066-0000 with the condition that the company use access off of Hwy AA onto Jefferson road to the construction site and that any damages done to any town, or county road due to equipment or machinery used during the construction or use of the tower would be compensated by the parties represented in the application for the conditional use permit for the fixed wireless service company. Compensation could be charged up to triple the cost to repair the damaged road or roadway as stated in the Wisconsin Statutes 86.02.
Motion carried 5-0.

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February 20, 2017
Application of Eugene Wilde, Christine Hubert and Scott Littell-Cloud-1, LLC for a **conditional use permit** to construct a 300' guyed tower for fixed internet wireless service on property located at 22428 Keystone Rd, in part of the SW 1/4, of the NE ¼ and NW ¼ of SE ¼, Section 21, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00443-0000, 048-00431-0000, 048-00431-2000, 40 acres. The adjoining land use is agricultural and woodlands.

Eugene Wilde and Christine Hubert, property owners, were not present but Scott Littell presented on their behalf as well as for Cloud1, LLC. This tower is similar to the previous one discussed but will only be 260feet in height.

A letter from the Town of Wilton was sent recommending approval of the permit for the cell tower.

Discussion was held:

A **Motion** was made by Rod Sherwood, seconded by Paul Steele to approve the application of Eugene Wilde, Christine Hubert and Scott Littell-Cloud-1, LLC for a **conditional use permit** to construct a 300' guyed tower for fixed internet wireless service on property located at 22428 Keystone Rd, in part of the SW 1/4, of the NE ¼ and NW ¼ of SE ¼, Section 21, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00443-0000, 048-00431-0000, 048-00431-2000, 40 acres
Motion carried: 5-0.

Application of Levi D. Miller for a **conditional use permit** for a small business-agricultural & small items retail store, on property located at 27311 Co Hwy A, in part of the SW 1/4, SW 1/4, Section 36, T17N, R1W, in the Town of Tomah, parcel number: 042-00891-1000, 5.55 acres. The adjoining land use is agriculture.

Levi Miller was present and addressed the Committee and public. He would like to start a small business-agricultural & small items retail store. Paul Steele asked about traffic. There is an existing store is on County Hwy A and the current owners are retiring. Levi Miller is looking to build and move the store to his property.

Discussion was held:

A **Motion** was made by Rod Sherwood, seconded by Dan Olson to approve the application of Levi D. Miller for a Conditional Use Permit for a small business-agricultural & small items retail store, on property located at 27311 Co Hwy A, in part of the SW 1/4, SW 1/4, Section 36, T17N, R1W, in the Town of Tomah, parcel number: 042-00891-1000, 5.55 acres. Motion carried: 5-0.

Application of Levi D. Miller for a **conditional use permit** for a small business-machine shop, on property located at 27311 Co Hwy A, in part of the SW 1/4, SW 1/4, Section 36, T17N, R1W, in the Town of Tomah, parcel number: 042-00891-1000, 5.55 acres. The adjoining land use is agriculture.

Levi currently has a small business-machine shop on his property located at 27311 County Hwy A. He was not aware of having a conditional use permit for this business. He would like to do repairs and build farm machinery. He was unaware that he needed a prior to this. He wants to be in compliance with the zoning codes.

A **Motion** was made by Dan Olson, seconded by Rod Sherwood, to approve the application of Levi D. Miller for Conditional Use Permit for a small business-machine shop, on property located at 27311 Co Hwy A, in part of the SW 1/4, SW 1/4, Section 36, T17N, R1W, in the Town of Tomah, parcel number: 042-00891-1000, 5.55 acres. Motion carried: 4-1 (Paul Steele).

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Petition for a **change of zoning district** of Dean Johnson and Cataract Sportsman's Club from General Forestry to R-3 Rural Residential located at 5170 ST Hwy 27, Sparta, WI., a parcel of land located in the NW¼ -NE¼ of Section 19, T19N, R4W, Town of Little Falls, Monroe County, Wisconsin.

Dean Johnson was present along with Steve Horton, surveyor, on behalf Cataract Sportsman's Club. Mr. Horton explained that Mr. Johnson's garage currently is located on property owned by the Cataract Sportsman's Club. They are only willing to sell an acre to Mr. Johnson to combine with his existing one acre parcel because the land is currently in Managed Forest Law and a penalty has to be paid for every acre removed. The current zoning of General Forestry requires a minimum of 5 acres per parcel. If the property is rezoned to R-3 Residential the minimum lot size is only 1.5 acres. The question was raised on how it came about that the garage and house ended up on separate parcels. It was explained by Mr. Johnson that the house and garage were built in 1964 prior to zoning and was never surveyed.

A letter was received from the Town of Little Falls recommending approval of the change of zoning.

Discussion was held:

A motion was made by Cedric Schnitzler, seconded by Rod Sherman, to approve the of Petition for a **change of zoning district** of Dean Johnson and Cataract Sportsman's Club from General Forestry to R-3 Rural Residential located at 5170 ST Hwy 27, Sparta, WI., a parcel of land located in the NW¼ -NE¼ of Section 19, T19N, R4W, Town of Little Falls. Motion carried: 5-0.

Application of Lisa & Roger Jandt/Joshua Furnald -Cloud 1, LLC, for a **conditional use permit** to install a communication tower for wireless internet and cell phone, on property located on State Hwy 27, in part of the NW 1/4, SE 1/4, Section 22, T19N, R4W, in the Town of Little Falls, parcel number 026-00452-0000, 30.60 acres. The adjoining land use is agriculture and residential.

Joshua Furnald was present from Cloud1, LLC on behalf of his company and Lisa & Roger Jandt, property owners. They would like to install a communication tower for wireless internet and cell phone. The tower will be 295'. AT&T will be collocating on this tower as well. Joshua has already been in contact with the State Department of Transportation (DOT) since the tower will be on State Hwy 27 and was given the approval for a driveway.

A letter was received from the Town of Little Falls recommending approval of this permit.

Discussion was held:

A motion was made by Rod Sherwood, seconded by Dan Olson, to approve the application of Lisa & Roger Jandt/Joshua Furnald -Cloud 1, LLC for a **Conditional use permit** to install a communication tower for wireless internet and cell phone, on property located on State Hwy 27, in part of the NW 1/4, SE 1/4, Section 22, T19N, R4W, in the Town of Little Falls. Motion carried: 5-0.

Application of Jeffrey and Jane Bernett/ Joshua Furnald-Cloud 1, LLC, for a **conditional use permit** to install a communication tower for wireless internet and cell phone, on property located north of 8360 State Hwy 27, in part of the SW 1/4, SE 1/4, Section 04, T18N, R4W, in the Town of Little Falls, parcel number 026-00832-6000, 9.73 acres. The adjoining land use is agriculture.

Joshua Furnald, spoke again on behalf of Cloud1 and the property owners Jeffrey and Jane Bernett. The original plan was to install the communication tower 180' from the property line and road, however this has

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changed and it will only be 150'. A Fall Zone letter from the engineer to match this new distance is pending and will be sent to the zoning department within the next few days.

A letter was received from the Town of Little Falls recommending approval of this permit.

Discussion was held:

A motion was made by Dan Olson, seconded by Cedric Schnitzler, to approve the application of Jeffrey and Jane Bernett/ Joshua Furnald-Cloud 1, LLC for a **Conditional use permit** to install a communication tower for wireless internet and cell phone, on property located on 8360 State Hwy 27, in part of the NW 1/4, SE 1/4, Section 22, T19N, R4W, in the Town of Little Falls with the condition that Cloud1 would provide the fall zone letter for 150' radius. Motion carried: 5-0.

Application of Gregory Schauf and Cloud 1 LLC/Derek McGrew for **a conditional use permit** for placement of a 250' communications cell tower facility on property located at 13171 ST Hwy 27 in part of the NW ¼ of NE ¼, Sec. 3, T17N, R4W, in the Town of Sparta, tax ID # 040-00075-0000 on 37.85 acres. The adjoining land use is agriculture. **POSTPONED UNTIL MARCH 20, 2017 PER APPLICANT REQUEST.**

A motion was made by Dan Olson, seconded by Cedric Schnitzler, to postpone the application of Gregory Schauf and Cloud 1 LLD/Derek McGrew for a conditional use permit for placement of a cell tower, located at 13171 ST Hwy 27 in part of the NW ¼ of NE ¼, Sec. 3, T17N, R4W, in the Town of Sparta, tax ID # 040-00075-0000 on 37.85 acres, until next committee meeting, March 20, 2017. Motion carried, 5-0.

Application of Joe K. Yoder for a **conditional use permit** for a sawmill on property located at 20407 County Hwy MM, in part of the SE1/4, of the NW1/4, Section 9, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00179-0000, 37.77 acres. The adjoining land use is agricultural.

Mr Yoder was not present. Alison spoke on behalf of Mr. Yoder explaining his intentions to build a sawmill on his property.

A letter was received from the Town of Wilton recommending approval of this permit. A letter was also received from a neighboring property owner who also supported approving the sawmill.

Discussion was held:

A **Motion** was made by Rod Sherwood, seconded by Dan Olson, to approve the application of Joe K. Yoder for a Conditional Use Permit for sawmill on property located at 20407 County Hwy MM, in part of the SE1/4, of the NW1/4, Section 9, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00179-0000, 37.77 acres. Motion carried: 5-0.

Dog Control:

Lobby/Office addition

Mark Sherman, engineer from Fort McCoy, returned to our Committee to give an update and present a lay out of the Lobby project for the Animal Shelter. Mark gave the Committee a hand out of the building plans with dimensions. Amber Dvorak, Humane Officer was also present to explain that the current office will be used for storage, veterinarian exams and as a meet and greet area for the dogs and perspective adopters. The new addition will be for front lobby, office space where the customers would enter and obtain dog licenses and complete paper work. The money for this project has already been raised. Mark and his crew from Fort McCoy

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have been very generous in donating their time and labor to design and complete this project. Mark also introduced Chris Wills, Engineer Tech from Fort McCoy. He will be doing the breakdown of the cost which he will present to the Committee at a later date. Mark would like to start and complete this project in June 2017.

The electrical was checked by Olson's Electrical who has also donated their time in updating the appropriate wiring needed.

The County Highway Department Committee discussed this addition and gave approval that there would be enough room in the front with the addition for the highway trucks to access their sand and salt storage area. Mark will also check with the City of Sparta regarding a building permit. The building will be stick frame and the same color shingles as what is currently on the shelter to match the rest of the building. The addition will add 16 feet to the front of the building.

Replace fencing for play yards

Previously it was discussed that the animal shelter is need of updates on the current fencing. Mark was going to see if he could gather another crew from Fort McCoy to donate their time in making this happen if the county would be willing to provide the materials for the fencing. The Committee had agreed to purchase the materials if Mark could provide the labor. Mark reported tonight that he has found a group that are willing and come and provide this service to the dog shelter.

2016 Annual Report
The annual report for the Dog shelter was reviewed and discussed.

Land Information
Amendments to Ch 11 – Civil Emergencies (rural addressing)
Rural Addressing Policy

Jeremy Erickson, Land Information Officer, was present to update the Committee on the amendments to Chapter 11, regarding rural addresses and address signs. The focus was clarification on situations that signs are necessary, the ability to issue address range signs in rural areas of heavy development and to define the jurisdiction in which addresses are issued. The code was altered last year to reflect that the Land Information Officer now handles this task rather than the Emergency Manager and to clean up when multiple signs are necessary but this update would remove the code from the Public Safety Committee and place it under Zoning Committee oversight where the Land Information Office is now located. In addition there is a policy that has been updated to reflect modern specifications for signs, sign placement, etc. The policy which sets fees involved in the application process is updating the fee from $10 to $15 and institutes a fee of $5 for ordering replacement signs. It is rare that $10 covers the time and effort involved in the process and $15 would cover the process in most situations. As far as ordering replacement signs there is no fee for that at the moment but time is spent directing people to fill out forms, verifying the requests and communicating with local officials as well as placing the orders the same as with new address requests.

Discussion was held:

A motion was made by Paul Steele, seconded by Rod Sherwood to approve the amendments to Monroe County Ordinances Chapter 11-Rural Addressing. Motion carried: 4-1 (Dan Olson)

2016 Annual Report
The 2016 annual report for Land Information was reviewed and discussed.

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February 20, 2017
Sanitation & Zoning:

Public education regarding zoning on parcels
2016 Annual Reports
Proposed Amendments to Ch 47 –Zoning (signs)
Wind Energy Facilities Siting Ordinance
Floodplain Ordinance for Agricultural Districts (cranberries)

Public education regarding zoning on parcels:

Doug Path addressed the Committee regarding his concerns the lack of knowledge the public has on current zoning districts and what that means to individual property owners. He would like the Committee to give some thought on how we can better educate our public and Towns on their current zoning districts and what that means for them. There have been many public hearings at which concerns were voiced that could have possibly been avoided if the property owners were more aware of what they are currently zoned. This will be discussed again in future meetings.

Sanitation and Zoning Annual reports were reviewed and discussed.

Proposed Amendments to Chapter 47-zoning (Signs).

Supreme Court has recently made a ruling which changes the way signs may be regulated. As sign can no longer be regulated based on the content of the display. It can only be regulated on thing such as size, construction type, height, etc. A handout was given to the Committee showing the amendments to the existing sign ordinance section. Based on the guidelines Alison has highlighted and crossed out the changes. These changes will be set for public hearing at a future date. This was briefly reviewed with the Committee and discussion was held.

Wind Energy Facilities Siting Ordinance

Alison explained that in the past a section was added to the zoning ordinance to regulate public and private Wind Towers in Monroe County. Several years ago the State removed this regulation authority from zoning and placed it into the Public Service Commission. This would allow the County to pass a county-wide ordinance separate from any zoning. Alison asked if the Committee would be interested in having Alison create an ordinance for review at our next meeting. The Committee was in agreement with this and will be put the agenda for next month's meeting, March 20, 2017.

Floodplain Ordinance for Agricultural Districts (cranberries)

Alison spoke briefly about the new State regulations regarding floodplains in the agricultural districts (cranberries) and will be bringing the State's model ordinance to the Committee for review in the future.

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

Line Item Transfers: Dog Control

Money was transferred from 2016-Dog Control line item motor vehicle to mileage line item to cover the overture. Bekah uses her own vehicle and it is hard to predict the mileage that is going to be used each year. Alison informed the Committee that she budged for the increase in mileage for 2017 and less for motor vehicle due to having a newer vehicle.

Discussion was held:

Motion was made by Cedric Schnitzler, seconded by Dan Olson to approve the line item transfer: Dog Control, from motor vehicle into mileage. Motion carried: 5-0.

Line Item Transfers: Sanitation

Money was transferred from Sanitation-2016 motor vehicle line item to office supplies line item to cover the overture use of copies from EO Johnson printing.

Discussion was held:

Motion was made by Cedric Schnitzler, seconded by Dan Olson to approve the line item transfer: Sanitation from motor vehicle to office supplies. Motion carried: 5-0.

Department Vouchers		**Prepaid Vouchers**		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	803.92	Sanitation	0	Sanitation		Sanitation	
Zoning	392.77	Zoning	0	Zoning		Zoning	54.07
Dog Control BOA	1768.41		0	Dog Control		Dog Control	204.61
Total	**2,965.10**	**Total**	**0**				**258.68**

Vouchers were reviewed for January and February by Committee.

Discussion was held:

Set Date for Next Meeting and Possible Agenda Items.

The next regular meeting will be on Monday, March 20, 2017 and will be at 6:00 pm at the Rolling Hills Auditorium.

There are five public hearings for next month, one change of zoning, and four conditional use permits.

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A **motion** to adjourn was made by Rod Sherwood, seconded by Dan Olson. Motion carried, 5-0.

Meeting adjourned at 9:00p.m.

Recorded by Gretchen Jilek

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March 20, 2017

Sanitation/Planning & Zoning/Dog Control

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

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

Possible Corrections and Approval of February 20, 2017 Meeting Minutes.

A **Motion** was made by Dan Olson and seconded by Rod Sherwood to approve the minutes from the February 20, 2017 meeting. Motion carried, 5-0.

Public Comment (3 minutes each): None

Public Hearings

Application of Gregory Schauf and Cloud 1 LLC/Derek McGrew for **a conditional use permit** for placement of a 250' communications cell tower facility on property located at 13171 ST Hwy 27 in part of the NW ¼ of NE ¼, Sec. 3, T17N, R4W, in the Town of Sparta, tax ID # 040-00075-0000 on 37.85 acres. The adjoining land use is agriculture.

Derek McGrew represented Gregory Schauf, property owner on placement of communications cell tower facility. Derek mention that this tower will be working with AT&T as well. The Town of Sparta was not represented and no letter was sent to the zoning department. Greg Schauf, property owner did attend both the Town meeting as well as the planning commission which gave its approval last week.

Discussion was held. No comments from the public.

A **Motion** was made by Rod Sherwood, seconded by Dan Olson to approve the application of Gregory Schauf and Cloud 1 LLC/Derek McGrew for Conditional Use Permit for a 250' communications cell tower, on property located at 13171 ST Hwy 27 in part of the NW ¼ of NE ¼, Sec. 3, T17N, R4W, in the Town of Sparta, tax ID # 040-00075-0000 on 37.85 acres. Motion carried: 5-0.

A petition by Henry D. Grebin for a **change of zoning district**, from GA General Agriculture to R3 Rural Residential on a parcel of land located at 18240 Iceland Rd, Sparta WI, in part of the NW1/4 of the NW1/4, Section 34, T17N, R4W, in the Town of Sparta, and described as follows: Lot 5 of Sparta-Icon Subdivision. Reason for the change of zoning is to reduce minimum setback requirements.

Mr. Henry D. Grebin was not present at the meeting but requested that Alison Elliott represent him. Currently the property is zoned General Agriculture. Mr. Grebin built a deck onto his house thinking that he was already zoned Residential. The deck is currently too close to meet minimum setbacks in General Agriculture. Rezoning to Rural Residential would reduce minimum setback requirements and bring the deck into compliance. Town of Sparta was not present and did not send a letter to the zoning department. Cedric Schnitzler reported that the Sparta Planning Commission did approve the request for the change of zoning.

Discussion held. No comments from the public.

A motion was made by Cedric Schnitzler, seconded by Rod Sherwood to approve the petition by Henry D. Grebin for a **change of zoning district** from GA General Agriculture to R3 Rural Residential on property located at 18240 Iceland Rd, Sparta WI, in part of the NW1/4 of the NW1/4, Section 34, T17N, R4W, in the

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Town of Sparta. Motion carried 5-0. The resolution recommending the change of zoning will be forwarded to the County Board meeting Wednesday March 22, 2017.

A application of Lois White Trust/Cloud 1-Littell for a **conditional use permit** to construct a 250' guyed tower for fixed internet wireless service on property located on Forest Ave, in part of the NE1/4, of the NW1/4, Section 36, T18N, R1W, Town of La Grange, Tax Parcel ID# 020-01370-0000, 40.420 acres. The adjoining land use is agricultural and woodlands.

Scott Littell spoke on behalf of Cloud 1, LLC and property owner Lois White Trust. Cloud 1, LLC would like to construct a 250' guyed wireless internet tower to be placed on property on Forest Ave, Town of LaGrange. Construction will begin sometime in the spring of 2018. Town of LaGrange sent an email to the zoning department recommending approval.

Discussion was held. No comments from the public.

A **Motion** was made by Cedric Schnitzler, seconded by Daniel Olson to approve the application of Lois White Trust/Cloud 1-Littell for a **conditional use permit** to construct a 250' guyed tower for fixed internet wireless service on property located on Forest Ave, in part of the NE1/4, of the NW1/4, Section 36, T18N, R1W, Town of La Grange, Tax Parcel ID# 020-01370-0000, 40.420 acres. Motion carried: 5-0.

A application of Minerva Yeske/Chippewa Concrete Services INC/Bohman, for a **conditional use permit** for temporary concrete batch plant on property located on Icon Rd in part of the NW ¼ of NE ¼, Sec. 33, T17N, R4W, in the Town of Sparta, tax ID # 040-01074-0000 on 5 acres.

Barry Boehman spoke on behalf of Chippewa Concrete Services and property owner Minerva Yeske, who was also present. Barry explained that they currently are renting the property for a project for the new development of the State Patrol facility. When the company has completed their responsibilities they will repair Icon road back to its original condition.

Mary Hanson, home owner with driveway access at the end of Icon road, spoke on behalf of herself and neighbors. She was asking for assurance they will be able to utilize the road when they want/need to as this has been a problem in the past with other construction companies. Mr. Boehman assured her it wouldn't be a problem.

Town of Sparta did not send any letters and were not present at the meeting.

A **Motion** was made Dan Olson, seconded by Rod Sherwood to approve the application of Minerva Yeske/Chippewa Concrete Services INC/Bohman, for a **conditional use permit** for temporary concrete batch plant on property located on Icon Rd in part of the NW ¼ of NE ¼, Sec. 33, T17N, R4W, in the Town of Sparta, tax ID # 040-01074-0000 on 5 acres. Motion carried: 5-0.

A petition by Elaine Henze for a **change of zoning district**, from B-Business to R3 Rural Residential on a parcel of land located in part of the NE1/4 of the SW1/4, Section 7, T17N, R1E, in the Town of Oakdale, parcel # 030-00165-0900 at 14595 Grayling Rd described as follows: Lot 2 of 26CSM129-Document #647148. Reason for the change of zoning is to reflect the actual usage of the property as residential.

Ms. Elaine Henze was present and addressed the Committee regarding this request. She has lived there for 17 years and she never knew that the property was zoned business. Mrs. Henze is in the process of selling her home. The lender for the buyer will not lend on property that is zoned business. The neighbors don't have a problem with the rezoning.

The minutes are not official until approved by the committee at their next regular meeting

A letter was sent by the Town of Oakdale with their approval for the change of zoning.

A **Motion** was made by Cedric Schnitzler, seconded by Rod Sherwood, to approve the petition by Elaine Henze for a **change of zoning district**, from B-Business to R3 Rural Residential on a parcel of land located in part of the NE1/4 of the SW1/4, Section 7, T17N, R1E, in the Town of Oakdale, parcel # 030-00165-0900 at 14595 Grayling Rd described as follows: Lot 2 of 26CSM129-Document #647148. Motion carried: 5-0. The resolution recommending the change of zoning will be forwarded to the County Board meeting Wednesday March 22, 2017.

Dog Control:
Alison Elliott spoke to the Committee regarding maintenance issues at the Monroe County Dog Shelter. Work orders have been submitted but the work doesn't get done. Rod Sherwood and Doug Path are on the maintenance Committee and will address this at the next meeting.

Land Information:

Nothing

Sanitation & Zoning:

Request Shoreland Zoning Permit Fee for addition to shed at McMullen Park be waived.

Alison Elliott spoke regarding the request for waiving the shoreland zoning permit fee for an addition to a shed at McMullen Park. A 24x30 addition will be built on the back of the current shed.

A **Motion** was made by Paul Steele, seconded by Cedric Schnitzler, to approve waiving the shoreland zoning permit fee for the addition to a shed at McMullen Park. Motion carried: 5-0.

Wind Towers: At the last meeting there was a brief discussion regarding adopting a Wind Tower Siting Ordinance. Brief discussion was held. The Committee felt it was a good idea to contact all the Towns to get feedback from them. Alison will contact Sharon Folcey to get on the agenda for the May 18, 2017 Town's Association meeting to discuss this with the Towns.

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

Department Vouchers		**Prepaid Vouchers**		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	22.70	Sanitation	0	Sanitation	29.53	Sanitation	75.30
Zoning	792.00	Zoning	0	Zoning		Zoning	77.97
Dog Control BOA	828.80		0	Dog Control		Dog Control	148.53
Total	**1,643.50**	**Total**	**0**		**29.53**		**301.80**

Vouchers were reviewed for February/March.

Discussion was held:

The minutes are not official until approved by the committee at their next regular meeting

Set Date for Next Meeting and Possible Agenda Items.
The next regular meeting will be on Monday, April 17, 2017 and will be at 6:00 pm at the Rolling Hills Auditorium. There are two conditional permits scheduled for April, both towers.

A **motion** to adjourn was made by Dan Olson, seconded by Rod Sherwood. Motion carried, 3-2 (Douglas Path and Paul Steele).

Meeting adjourned at 7:03 p.m.

Recorded by Karri Sherman

April 17, 2017

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:02 p.m., by Chairman, Doug Path

Present: Doug Path, Paul Steele, Rod Sherwood and Dan Olson.
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator.

Possible Corrections and Approval of March 20, 2017 Meeting Minutes.

A **Motion** was made by Paul Steele and seconded by Rod Sherwood to approve the minutes from the March 20, 2017 meeting. Motion carried 4-0.

Public Comment (3 minutes each): None

Public Hearings

Application of Andrew J. Neumann/Cloud 1, LLC, for a conditional use permit to install a new fixed internet wireless 300' guyed cell tower, on property located on 24358 Lansing Rd, Norwalk, in part of the SW 1/4, NE 1/4, Section 31, T16N, R2W, in the Town of Ridgeville, parcel number 034-00657-1000, 20 acres. The adjoining land use is agriculture.

Andrew Neumann was present as well as Scott Littell from Cloud 1. Scott addressed the Committee and public explaining the request. Ron Luethe, a Town Board Supervisor, was present from Ridgeville to represent the Town. He asked that conditions be put into place regarding any potential damages to the Town road caused from the tower. He also asked about any possible interference that other structures might cause to the cell tower. Mr. Littell assured him there would not be any interference. He then stated if there were any interference, the antenna on the tower could be adjusted.

Robert Larson, member of the Ridgeville planning commission, spoke to his dissatisfaction with the way Scott Littell and other representatives of the company have handled discussing the guyed cell tower with members of the township. Discussion held.

Paul Steele read a letter from the Town of Ridgeville recommending approval of the CUP with three conditions listed below in the motion. Jim Sykes, Norwalk fire chief, stated he believes the tower will benefit the Town. Alex Karis, Trustee for the Village of Norwalk, stated he believes the tower will be good for the area's economy. Karen Neumann asked for clarification on the condition the Town requested regarding 24 hours' notice prior to the company going to the cell tower site. She believes this is excessive and asked that this be amended. Discussion held.

A **Motion** was made by Rod Sherwood, seconded by Paul Steele to approve the application of Andrew J. Neumann/Cloud 1, LLC for Conditional Use Permit for a 300' guyed cell tower, on property located at 24358 Lansing Rd, Norwalk, in part of the SW 1/4, NE 1/4, Section 31, T16N, R2W, in the Town of Ridgeville, parcel number 034-00657-1000, 20 acres with the following conditions:

1. Cloud 1, LLC will be responsible for any damages to Lansing Road or any other town roads it uses during the construction and continued maintenance of the tower located within the township.

2. We require the Township of Ridgeville be notified 24 hours in advance to view and document the condition of Lansing Road, or any other township roads the developer may use during site development and future ***maintenance*** for the life or decommissioning of the tower.

The minutes are not official until approved by the committee at their next regular meeting

3. Tower Decommissioning. Cloud 1, LLC or the current tower owner/lessee/agent will be responsible for decommission the tower after it is no longer being utilized. This includes removing the tower structure, underground concrete pillar support structures, buildings, generators, and any other infrastructure association with the operation of the tower facility. The land will be reclaimed to allow prior use of the property before the tower was built.

A **Motion** was made by Rod Sherwood, seconded by Dan Olson to amend the second condition to change the word "***maintenance***" to "construction".

Motion on amendment carried: 4-0.

Original Motion carried as amended: 4-0.

Application of James M. Wells/Cloud 1, LLC, for a conditional use permit to install a new fixed internet wireless 300' guyed cell tower, on property located on the corner of Lamplighter Rd and County Hwy XX, Norwalk, in part of the NW 1/4, NE 1/4, Section 29, T16N, R3W, in the Town of Wells, parcel number 046-00609-0000, 40 acres. The adjoining land use is agriculture.

Simon Wells, Town Treasurer for the town of Wells and father of James Wells, was present on behalf of James. Scott Littell from Cloud 1 spoke about the guyed cell tower. The Town of Wells sent a letter requesting two conditions be placed on the permit. See below. Discussion held. No comments from the public.

A **motion** was made by Paul Steele, seconded by Rod Sherwood to approve the application of James M. Wells/Cloud 1, LLC, for a 300' guyed cell tower, on property located on the corner of Lamplighter Rd and County Hwy XX, Norwalk, in part of the NW 1/4, NE 1/4, Section 29, T16N, R3W, in the Town of Wells, parcel number 046-00609-0000, 40 acres with the following conditions:

1. Company must use access off of Hwy XX onto Lamplighter road to the construction site.
2. Any damages done to any town or county road due to equipment or machinery used during the construction or use of the tower would be compensated by the parties represented in the application for the conditional use permit for the fixed wireless service company. Compensation could be charged up to triple the cost to repair the damaged road or roadway as stated in the Wisconsin State Statutes 86.02.

Motion carried 4-0.

<u>Dog Control</u>:

Resolution for amendments to Chapter 5-Animals, Specifically concerning stray livestock.

Alison Elliott, Sanitation, Zoning and Dog control administrator, spoke to changing the amount of time the county holds stray livestock from 90 days to 4-7 days to match Wisconsin state law. Dan Olson asked that the words "reasonable effort to find owner/responsible party" be added to the wording.

A **motion** was made by Paule Steele, seconded by Rod Sherwood to approve the resolution for amendments to Chapter 5-Animals, Specifically concerning stray livestock and forward to the full County Board for approval.

Motion Carried 4-0.

Marcus Sherman, engineer from Fort McCoy, returned to our Committee to give an update on the cost of the lobby project for the dog shelter. Mr. Sherman gave an estimated cost sheet to the Committee members and answered any questions regarding costs and construction. It was brought up that funds raised for this project

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might fall a little short. Mr. Sherman asked the Committee if additional funds from the Dog Control Donations Line Item could be used. Mr. Sherman stated construction will begin June 4, 2017 and will take approximately 2 weeks to complete.

A **motion** was made by Paul Steel, and seconded by Rod Sherwood to approve the project with a start date of June 4, 2017 and to earmark up to $2,000.00 if it is needed.

Motion carried 4-0.

Land Information:
Jeremey Erickson, Monroe County Land Information Officer, was present and addressed the Committee regarding the resolution to amend the rural addressing section of the ordinance that was sent back from County Board last month. Paul Steele suggested the discussion be postponed until the next Committee meeting.

A **motion** was made by Paul Steele, seconded by Dan Olson to postpone this discussion and action until the next Committee meeting.

Sanitation & Zoning: Alison gave the Committee a brief update on the status of the septic maintenance mailings.

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

Department Vouchers		**Prepaid Vouchers**		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	1331.39	Sanitation	0	Sanitation		Sanitation	
Zoning	131.64	Zoning	0	Zoning		Zoning	37.07
Dog Control BOA	1015.41		0	Dog Control		Dog Control	972.66
Total	**2478.44**	**Total**	**0**				**1009.73**

Vouchers were reviewed for March/April.

Discussion was held:

Set Date for Next Meeting and Possible Agenda Items.
The next regular meeting will be on June 19, 2017 and will be at 5:30 pm at the Monroe County Dog Shelter for a tour. The regular meeting will begin at 6:30 pm at possibly the courthouse.

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

Meeting adjourned at 7:49 p.m.

Recorded by Karri Sherman

The minutes are not official until approved by the committee at their next regular meeting

May 15, 2017

Sanitation/Planning & Zoning/Dog Control

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

Present: Doug Path, Paul Steele, Rod Sherwood, and Dan Olson.
Also Present: Jim Bialecki- County Administrator, Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Jeremy Erickson-Land Information Officer, Amber Dvorak- Humane Officer and the public.

Possible Corrections and Approval of April 17, 2017 Meeting Minutes.

A **Motion** was made by Dan Olson and seconded by Paul Steele to approve the minutes from the April 17, 2017 meeting. Motion carried 4-0.

Public Comment (3 minutes each): No comments.

Public Hearings: None

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

Department Vouchers		**Prepaid Vouchers**		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	1376.72	Sanitation	0	Sanitation	78.37	Sanitation	444.80
Zoning	165.53	Zoning	0	Zoning		Zoning	144.60
Dog Control BOA	1333.20		0	Dog Control	300.00	Dog Control	330.58
Total	**2875.45**	**Total**	**0**		**378.37**		**919.98**

Vouchers were reviewed for April/May.

<u>Dog Control</u>:

Lobby Addition/ Notice of Re-Purpose of Funds

As of 4-25-17 $7,600 had been donated to the Dog Control department specifically for adding an office/lobby onto the shelter building. At the April meeting the Committee voted to allow for another $2,000 of the dog control donation money to be used for this project. This money is already in the dog control donations line item but need to be designated for this project specifically.

Motion was made by Rod Sherwood, seconded by Dan Olson to approve the repurposing of funds in the amount of $9,600 for the addition of an office/lobby onto the dog shelter. This Re-Purposing of Funds will be forwarded to the Finance Committee on May 17, 2017 and if approved by Finance, the Full County Board on May 24, 2017.
Motion carried: 4-0.

Rod Sherwood expressed concerns about adding on to a building that is so old and in need of so many repairs. Doug Path discussed the future possibility of a line item being added for maintenance for the dog shelter.

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Discussion on adding a line item to the dog control budget for the "lobby project" was held. It was decided that Jim Bialecki, Alison Elliott and Garry Spohn-Buildings Manager would discuss this and bring forward a recommendation for the 2018 budget year.

Resolution for amendments to Chapter 5- Animals, specifically concerning stray livestock

The Committee signed the resolution approved at the April meeting with the requested changes in wording. This resolution would change the stray livestock hold period from 90 days to 4 days meeting the current State holding requirement.

Land Information:

Resolution for Rural Addressing Ordinance Amendments

Jeremy Erickson was present to address the Committee. Discussion regarding the pros and cons of addressing vacant land was held. Some minimal wording was changed to the resolution since last time it was before the County Board.

A **motion** was made by Paul Steele, seconded by Rod Sherwood to approve the resolution amending chapter 11 regarding rural addressing.

Motion Carried: 4-0.

Sanitation & Zoning:

Wind Systems Sitting Ordinance update

Alison Elliott informed the Committee that she sent surveys to the Towns with regard to the development of a county-wide Wind Sitting Ordinance and will be attending the Towns Association meeting on May 18, 2017 to get feedback.

Set Date for Next Meeting and Possible Agenda Items.
The next regular meeting will be on June 19, 2017 and will start at 5:30 pm at the Monroe County Dog Shelter for a tour. The regular meeting will begin at 6:30 pm in the Count Board meeting room at the Courthouse.

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

Meeting adjourned at 6:56 p.m.

Recorded by Karri Sherman

The minutes are not official until approved by the committee at their next regular meeting

June 19, 2017
Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:30, by Chairman, Doug Path.

Present: Doug Path, Paul Steele, Rod Sherwood and Dan Olson (6:40pm)
Absent: Cedric Schnitzler.
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator and members of the public

Possible Corrections and Approval from May 15, 2017 Meeting Minutes.

A **Motion** was made by Paul Steele, and seconded by Rodney Sherwood to approve the minutes from the May 15, 2017 meeting. Motion carried, 3-0.

Public Comment (3 minutes each): None.

Public Hearings:

Application of Travis & Julie Leis for a **conditional use permit** for a small business cabinet shop on property located at 4294 Fairmont Ave in part of the SE ¼ of NW ¼, Sec. 30, T18N, R4W, in the Town of Sparta, tax ID # 040-01485-0000 on 8.92 acres. The adjoining land use is agriculture and wooded.

Travis and Julie were present to address the Committee and the public. Travis informed the Committee that they would like to add on to their current business, which is woodworking for kitchen cabinets. Travis only has one person working with him, his son. A Committee member asked how much traffic there is in their area and how many trucks are involved coming in and out on a daily basis. Travis mentioned that they don't have any trucks deliver anything. They pick up all their supplies needed for the business and make their own deliveries.

Travis and Julie attended both the Town of Sparta Planning Commission meeting as well as the Sparta Town Board meeting.

The Town of Sparta sent a copy of their minutes recommending approval of the conditional use permit.

A Motion was made by Paul Steele, seconded by Rodney Sherwood to approve the application of Travis & Julie Leis for a **conditional use permit** for a small business-cabinet shop on property located at 4294 Fairmont Ave in part of the SE ¼ of NW ¼, Sec. 30, T18N, R4W, in the Town of Sparta. Motion carried, 3-0.

Dan Olson arrived at 6:40.

Dog Control

Tour Items/Lobby Addition:

Alison asked the Committee if they had any questions or concerns after touring the animal shelter facility today. The Committee felt that the new addition was a great asset to the shelter and that Marcus Sherman was doing am amazing job. The Committee was informed that Marcus has basically been doing everything himself due to the fact that his battalion was transferred out of state earlier than expected.

The issue of water drainage just outside the new addition was discussed. This area has been an issue for many years. The asphalt is already all broken up and Marcus mentioned during the tour it might be a good time to either re-grade the slope or put in an area drain to run underneath the parking lot and down towards the road.

A problem with drainage inside the shelter was also discussed. It appears a pipe is cracked underground between the sump pit and the floor drain and is causing the floor to crack and the building and north addition to separate.

The minutes are not official until approved by the committee at their next regular meeting

Another item of discussion was lack of storage at the shelter. The shelter receives a lot of donations of dog food and blankets and do not have on-site storage for these items. It would be nice to have a sealed area for these items on-site due to shortage of staffing to go to other sites to pick up when needed.

Alison will put items discussed into the budget for 2018. Paul Steele will talk with the Highway Commissioner and have him come out to the site and get his opinion on how we might be able to proceed with the asphalt/drainage and get an estimate on the cost.

Sanitation & Zoning:

Wind Systems Sitting Ordinance update

Alison gave an update on response from the Towns regarding the wind systems ordinance. She attended the May 18th, 2017 Town's Association meeting and explained the situation. She has only heard back from (8) Towns: New Lyme, Leon, Wellington, Grant and Little Falls. In attendance at the meeting were Gail Chapman-Town of Adrian, John Guthrie-Town of LaGrange, and Ron Luethe-Town of Ridgeville to discuss feedback from their Towns.

Various issues and discussions were held regarding the options to having a local county ordinance for the wind systems. Alison explained that we could have a county wide ordinance or that the towns could do their own ordinance or do nothing. The majority were in favor of having the county do the ordinance. The public and Committee felt it was in the best interest for Monroe County to have their say in decisions regarding wind facilities. Alison will use the guidelines provided by the state but also informed everyone that we can make less restrictions but not more than what is listed by the State. Alison will attend the next Town's Association meeting in August to update the Towns and get more input. If possible prior to that time she will work on guidelines and develop a rough draft to have available for discussion. Alison will continue to update the Committee at future meetings

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

Department Vouchers		**Prepaid Vouchers**		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	2521.75	Sanitation	0	Sanitation	44.60	Sanitation	
Zoning	70.42	Zoning	0	Zoning		Zoning	6.80
Dog Control	5914.92		0	Dog Control		Dog Control	1186.49
BOA	79.20						
Total	**8586.29**	**Total**	**0**				**1193.29**

Vouchers were reviewed for May/June.

Discussion was held**.**

Set Date for Next Meeting and Possible Agenda Items.
The next regular meeting will be on July 17, 2017 and will start at 6:00 pm at the Count Board meeting room at the Courthouse. There are (3) CUP's for next month. Budget for 2018 will be discussed and Wind Systems.

A **motion** to adjourn was made by Paul Steele, seconded by Rodney Sherwood.
Motion carried, 4-0.

Meeting adjourned at 7:55 p.m.

Recorded by Gretchen Jilek

The minutes are not official until approved by the committee at their next regular meeting

July 17, 2017
Sanitation/Planning & Zoning/Dog Control

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

Present: Doug Path, Paul Steele, Cedric Schnitzler and Dan Olson. Absent: Rodney Sherwood.
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator and members of the public

Possible Corrections and Approval from June 19, 2017 Meeting Minutes.

A **Motion** was made by Dan Olson, and seconded by Paul Steele to approve the minutes from the June 19, 2017 meeting. Motion carried, 4-0.

Public Comment (3 minutes each): None.

Public Hearings:

Application of Howard G. Randall and US Cellular/Joshua Watson for a **conditional use permit** for placement of a 120' monopole telecommunications tower facility on property located at County Hwy CM in part of the SE ¼ of NE ¼, Sec. 8, T17N, R1W, in the Town of Tomah, tax ID # 042-00132-0000 on 21.040 acres. The adjoining land use is agriculture with some residential.

Mr. Randall was present and addressed the public and Committee. He stated that US Cellular had approached him in regards to installing a telecommunications tower on his property located at County Hwy CM in the Town of Tomah.

Mark Digerniess, engineer for US Cellular, spoke on behalf of the applicant. He presented a map to the Committee and explained where the tower would be located. Mark gave a brief description of location with set-backs. There is an existing tower in the area they did look at but which is set-up for AM radio and would require too much modification to use. US Cellular will be the only user of the proposed tower at this time but it will be constructed to hold four antenna as required.

Height of the tower was discussed. US Cellular stated that they checked out the City of Tomah's Airport overlay district height limit and is 126' and this particular tower is going to be 120' with lightning rod will be at the 126' limit. US Cellular met with Shane Rolff-building inspector for Town of Tomah and also met with Town Board of Tomah. The Town Board submitted a letter stating that they had no objections to the application.

Discussion was held:

A Motion was made by Dan Olson, seconded by Cedric Schnitzler to approve the application of Howard G. Randall and US Cellular/Joshua Watson for a **conditional use permit** for placement of a 120' monopole telecommunications tower facility on property located at County Hwy CM in part of the SE ¼ of NE ¼, Sec. 8, T17N, R1W, in the Town of Tomah. Motion carried: 3-1, opposed by Paul Steele.

Application of Wisconsin White Sand 2 LLC for a **conditional use permit** to resume/continue industrial sand mine operations on part of a property that was recently acquired from the former "Bear Creek Cranberry" sand mine, on property located at 13563 County N in parts of Sec. 5, T17N, R1W, in the Town of Oakdale, totaling 53.84 acres. The adjoining land use is agriculture or remaining portions of sand mine.

Adam Sokol and Terrell Pankey were present to explain their proposal to resume and continue industrial sand mine operations. Adam explained that they will be mining the fine sand that was discarded in the initial mining process. The processing will not be sent out of the area rather they will be moving it from one site to their other

The minutes are not official until approved by the Committee at their next regular meeting

side down the road. Their plan is to drain and reclaim from a portion of the previous site. They plan to mine the existing area and are not looking at expansion at this time.

Neighbors from the area and community, Mike Torrey and K.R. Spike Lindley, had a few questions and concerns they addressed to the Committee:

- There are concerns about the conditions of the roads and if they were going to maintain and repair the damages from the trucks. There has also been large quantities of sands left in the roads at times and they would like to see these areas cleaned up as soon as possible for safety reasons.
- The roads are very narrow and they have experienced the truck drivers running other vehicles off the road into the ditch. The community is very concerned about safety since County N and Grosbeak are very heavily traveled.
- The entrance to the facility on Franklin is needs to be widened so that the truck drivers would not have to swing into the oncoming traffic's land turn make the turn.
- Another main concern was school buses. It was mention that another mine in the area, Smart Sand, has a hauling restriction to hold off on trucks running during the time that school buses are in the area for the safety of the children.
- Questions were asked to what the hours of operation would be. It was also asked where they would be pumping the water.
- It was also asked if they could give an estimated time how long the mining process is expected to be until completed.

Terrell Pankey addressed the public and Committee and stated that they will do their very best to work with the community and their existing neighbors. They currently live in the area and are willing to listen and anyone is welcome to come and voice their options and concerns as they arise.

- They will be using tandem axial trucks instead of the heavier trucks. They feel this would help with the road conditions. He also mention that they would be doing daily inspections checking for road damage and repair them as needed.
- As far as widening their current driveway to the entrance, he has already discussed this issue and will look into getting it resolved.
- Currently the hours of operation would stay the same as in the prior CUP which were 6 a.m. to 6 p.m. However they would be willing to not run the trucks during school bus hours for the children in the community. They will call the school and get the hours of operation both before and after school.
- Adam Sokol spoke with the DNR and they found the water to be clean enough to be run into Bear Creek, with permits required.
- Terrell stated it was difficult to anticipate how long the process would take. However again he stated he wants to make this work and is willing to do whatever they have to do to work with his neighbors and community.

The Committee asked how the reclamation plan permit transfers to the new owner.

Bryce Richardson from the Monroe County Land Conservation Department was present and explained that some changes had been made to the requirements at the State level and would need to be incorporated into the existing reclamation plan. He then explained the transfer process. Discussion was held

A Motion was made by Dan Olson, seconded by Cedric Schnitzler to approve the application of Wisconsin White Sand 2 LLC for a **conditional use permit** to resume/continue industrial sand mine operations on part of a property that was recently acquired from the former "Bear Creek Cranberry" sand mine, on property located at 13563 County N in parts of Sec. 5, T17N, R1W, in the Town of Oakdale. Motion Carried. 4-0

The minutes are not official until approved by the Committee at their next regular meeting

Application of Joseph & Dawn Gajdosik for a **conditional use permit** for a small business - event venue, on property located at 5031 County Hwy I, in part of the SW ¼ of SW ¼, Sec. 30, T19N, R3W, in the Town of New Lyme, tax ID # 028-00343-0000 on 5 acres. The adjoining land use is agriculture.

Dawn and Joseph Gajdosik were present and addressed the Committee and public. They explained they would like to open an event venue in their existing barn. They have been working with the Town of New Lyme. There will not be a kitchen or bar in the facility. Event customers will have to bring in their own beer and food. Dawn presented a hand-out with the plans. Signage and parking issues were discussed. They have met with the highway department as well as the state regarding these issues. They are currently working at complying with state codes for new electric wiring and remodeling. They are looking for a grand opening for mid to end of September this year and starting their business in 2018.

Discussion was held.

A Motion was made by Cedric Schitzler, seconded by Dan Olson to approve the application Joseph & Dawn Gajdosik for a **conditional use permit** for a small business - event venue, on property located at 5031 County Hwy I, in part of the SW ¼ of SW ¼, Sec. 30, T19N, R3W, in the Town of New Lyme. Motion carried: 4-0

Dog Control

Alison informed the Committee of the changes with our part-time employee Karri Sherman and her husband Marcus in regards to a family emergency and that they will not be returning back to our community. Marcus will be coming back next week for a couple of days to finish the fencing at the animal shelter. He will also be meeting with Alison to discuss what needs to be done to complete the lobby project.

Paul Steel did talk with Dave Ohnstad the Highway Commissioner in regards to the driveway run-off issue. Dave will stop out within the next couple of days and evaluate the situation. Paul will discuss this further with Dave on Friday at the Highway Committee meeting.

Alison also mention that they have interviewed for the on-call Humane Officer position and are still in that process.

Sanitation & Zoning:

Wind Systems Sitting Ordinance update

Update on the wind systems ordinance was given by Alison. She is planning to contact Sharon Folcey to get on the August Town's Association agenda to discuss moving forward with the Towns to develop a county wind ordinance.

Request by Town of Tomah to waive fee for Town's zoning permit.

Alison approached the Committee with a request from the Town of Tomah to waive the zoning permit fee for building a sand and salt storage shed on the Town's property at 24381 Heritage Ave, Tomah, WI.

A motion was made by Cedric Schnitzler, and seconded by Paul Steele to approve waiving the zoning fee for the Town of Tomah for the sand/salt storage addition. Motion Carried: 3-1, opposed by Dan Olson.

The minutes are not official until approved by the Committee at their next regular meeting

BUDGETS:

Alison gave the Committee a hand out of a proposed 2018 budget for the Sanitation, Zoning and Dog Control Departments. Alison went over a few adjustments. Printer and copier rental is up for renewal for the county so she has not change anything at this time.

Alison did mention that the animal shelter truck is up for replacement and would like to budget for a van instead of a truck. Discussion was held.

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

Department Vouchers		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	1359.48	Sanitation	94.27	Sanitation	0
Zoning	82.25	Zoning		Zoning	29.23
Dog Control BOA	7701.83	Dog Control		Dog Control Land Rec.	858.23 39.77
Total	**9143.56**		**94.27**		**927.23**

Vouchers were reviewed for June/July.

Discussion was held**.**

Set Date for Next Meeting and Possible Agenda Items.

The next regular meeting will be on August 21, 2017 and will start at 6:00 pm at the Count Board meeting room at the Courthouse. There are (3) conditional use permit and (2) change of zoning applications for next month.

A **motion** to adjourn was made by Dan Olson, seconded by Cedric Schnitzler.
Motion carried, 3-1, opposed by Douglas Path.

Meeting adjourned at 8:00 p.m.

Recorded by Gretchen Jilek

The minutes are not official until approved by the Committee at their next regular meeting

August 21, 2017
Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:01 p.m., by Chairman, Doug Path.

Present: Doug Path, Paul Steele, Cedric Schnitzler and Dan Olson and Rodney Sherwood.
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator and members of the public

Possible Corrections and Approval from July 17, 2017 Meeting Minutes.

A **Motion** was made by Paul Steele, and seconded by Cedric Schnitzler to approve the minutes from the July 17, 2017 meeting. Motion carried, 5-0.

Public Comment (3 minutes each):

Tarynn Starch: Tarynn, from LaCrosse County, wanted to address the committee regarding a recent incident that occurred at the Monroe County Animal Shelter. She had concerns on how a situation was handled and what might be done in the future to avoid this situation again. She feels that the shelter is not appropriately staffed and that better accommodations such as better types of latches on the kennel doors could have prevented the incident.

Public Hearings:

Application of Dean W. Johnson for a **conditional use permit** for a small business – welding, machining, and fabrication of metal, on property located at 5170 State Hwy 27, in part of the NW ¼ of NE ¼, Sec. 27, T19N, R4W, in the Town of Little Falls, tax ID # 026-00534-0000 on 2.18 acres. The adjoining land use is woodlands.

Dean addressed the committee and public that he would like to do welding and machining with some fabrication of metal on his property. The Town of Little Falls sent an email to the zoning department recommending approval of the application for Mr. Johnson.

Discussion was held:

A Motion was made by Paul Steele, seconded by Rodney Sherwood to approve the application of Dean W. Johnson for a **conditional use permit** for a small business – welding, machining, and fabrication of metal, on property located at 5170 State Hwy 27, in part of the NW ¼ of NE ¼, Sec. 27, T19N, R4W, in the Town of Little Falls. Motion carried: 5-0.

A petition by Scott Naeseth, for a **change of zoning** district from General Agriculture-GA to Rural Residential-R3 for part of a parcel of land located at 7682 Castle Rd, Sparta, WI., in the SE¼ -SE¼ of Section 34 T19N, R4W, Town of Little Falls, Monroe County, Wisconsin. Current parcel of land containing 9.98 acres. Portion to be changed containing 1 acre. Reason for change of zoning is to reduce minimum required setbacks.

Mr. Naeseth addressed the committee and public that he would like to change a portion of his property, 1 acre from General Agriculture-GA to Rural Residential-R3 to reduce minimum setback to be compliant with Monroe County zoning requirements for a garage.

Town of Little Falls sent an email recommending approval of the application for Mr. Naeseth.

Discussion was held

A Motion was made by Dan Olson, seconded by Rodney Sherwood to approve the application of Scott Naeseth, for a **change of zoning** district from General Agriculture-GA to Rural Residential-R3 for part of a parcel of land located at 7682 Castle Rd, Sparta, WI. in the SE¼ -SE¼ of Section 34 T19N, R4W, Town of Little Falls,

The minutes are not official until approved by the Committee at their next regular meeting

Motion Carried. 5-0. This resolution will be forwarded to the Monroe County Board, Wednesday, August 23, 2017 for final approval.

Application of Matt Schaitel for a **conditional use permit** for a small business- micro brewing on property located at 20710 Jameson Rd in part of the NW ¼ of SW ¼, Sec. 11, T16N, R4W, in the Town of Leon, tax ID # 022-00797-0000 on 0.2 acres. The adjoining land use is residential, business and agriculture.

Matt Schaitel addressed the committee and public explaining his purpose for obtaining a conditional use permit wanting to start a small business in micro brewing on his property in the Town of Leon. He explained that he would approximately be doing 5-15 gallons per week. His product (Beer) would be sold and delivered to the Cotter Pin by himself in his pick-up truck.

Gregory Selbrede, Leon Town Chairman, was present on behalf of the Town of Leon. He informed the committee and the public that Matt had attended the Town meeting, however a final decision had not been made due to various issues and concerns of the Town Board and public. He would like to have the committee hear the concerns and consider putting conditions on this application since the Town itself cannot. Greg stated that some of the concerns were the size of the business, 24 x 24 garage, what if he wanted to expand his business.

Matt spoke regarding these concerns. Matt stated that he would not be able to expand his business at this current location due to the lot size and setbacks. If he wanted to expand his business he would have to relocate to a different site. He felt that on an average he would do approximately 5-15 gallons per week, but that is maximum amount could be 40-50 gallons per week. However he did not feel that he would be able to produce that due to having a full-time job besides this business. The Committee asked about employees: Matt stated that it would be just himself and his son, no other employees.

There were several neighbors from the community including Karen Mullenberg and Rick Greeno with concerns as followed:

1) Daycare behind proposed business, concerns about the traffic coming and going for this business.
2) The noise in the community.
3) What kind of smell would there be that could be annoying.
4) The hours, could there be set hours for this business.
5) What if he produces more than 5-15 gallons per week? Who would monitor this?

Matt responded back to these concerns. There are no delivery trucks bringing products to his business. He picks up the materials and makes the deliveries with his pick-up truck.

The smell is very minimal. He will have a vent that he agreed he would put between the garage and house so that it would not be visible.

There will be no noise associated with this business.

Hours of business will be varied for him since he works full-time and he will work this business around that schedule.

Regarding how much product would be produced. He is required to report all sales to the state, which is public record. Matt also has to get approval from the DNR.

Comments from several members from the public, Donna Justin, Coltyn Bettin, Kristin Schaitel, they were supportive of Matt Schaitel's new business venture in-micro-brewing.

The minutes are not official until approved by the Committee at their next regular meeting

Discussion was held.

A Motion was made by Rodney Sherwood, seconded by Paul Steele to approve the application of Matt Schaitel for a **conditional use permit** for a small business- micro brewing on property located at 20710 Jameson Rd, in the Town of Leon **with the following conditions: amount not to exceed 40 gallons per week, and that the exhaust vent will be placed between the house & garage.** Motion carried: 5-0.

A petition by Ricky Steinhoff, for a **change of zoning** district from General Agriculture-GA to Rural Residential-R3 for a parcel of land located at 11877 Co Hwy B, Sparta, WI., in the SE¼ -SE¼ of Section 26, T18N, R4W, Lot 1 of 26 CSM 082, Doc # 643467, tax parcel # 040-01408-0000, Town of Sparta, Monroe County, Wisconsin. Current parcel of land containing 10.07 acres. Reason for change of zoning is to comply with Town of Sparta requirements for dividing property. Plan is to split parcel into 3 lots.

Ricky Steinhoff was present to address the committee and public. He currently has a parcel containing 10.07 acres and would like to divide into 3 parcels, 1.5 acres he would like to build a house on, 1.76 acres contains an existing house and 6.77 acres contains several exiting sheds. The reason for the change of zoning is to meet the requirements of the Town of Sparta for splitting parcels.

Clarence Justin, Town of Sparta-supervisor, was present on behalf of the Town. They were in favor of the change of zoning as long as he had all proposed parcels changed to residential-R3.

Discussion was held:

A Motion was made by Paul Steele, seconded by Rodney Sherwood to approve the application of Ricky Steinhoff, for a **change of zoning** district from General Agriculture-GA to Rural Residential-R3 for a parcel of land located at 11877 Co Hwy B, Sparta. Motion carried: 5-0. This will be forwarded to the full Monroe County Board on Wednesday, August 23, 2017 for final approval.

Application of Wildcat Bluff Cranberry-Jerry Pientok and Craig Brockman for a **conditional use permit** to expand an existing CUP for non-metallic mineral extraction and processing on property located at 13729 Funnel Rd, in part of Section 1, T17, R1E, in the Town of Oakdale, totaling 198.57 acres. The adjoining land use is agriculture.

Bryce Richardson from Monroe County Land Conservation was present to discuss the Reclamation Plan. He stated that this is separate from the conditional use permit. And that there are also State regulations and other permits that will need to be obtained in addition to County permits.

The Town of Oakdale sent an email recommending approval of the application.

Discussion was held:

A Motion was made by Cedric Schnitzler, seconded by Rodney Sherwood to approve the application of Wildcat Bluff Cranberry-Jerry Pientok and Craig Brockman for a **conditional use permit** to expand an existing permit for non-metallic mineral extraction and processing, on property located at 13729 Funnel Rd, in part of Section 1, T17, R1E, in the Town of Oakdale. Motion carried: 5-0.

The minutes are not official until approved by the Committee at their next regular meeting

Dog Control

Alison announced our new part-time hire for the Humane Office, Kyle Lettner who replaced Bekah Weitz. Kyle is currently a Humane Office for the LaCrosse Co. He will continue to work for the LaCrosse Co. as a Humane Officer and part-time for Monroe County. Kyle's appointment will be placed on the September County Board agenda.

Alison also informed the committee that we have a new replacement for the reception/clerk position (replacing Karri Sherman), please welcome Cassie Cunitz from Wilton.

A committee member inquired about the vehicle situation for the animal shelter. Discussion was held. There is no definite plans for 2018 budget at this time. However, Alison would like to budget for a van instead of a truck when the time comes.

Discussion was held regarding the status on the addition of the shelter. Alison informed the committee that Mark Sherman has gone through what needs to be done with her and has several people working on it. Mark will be coming sometime this month yet to make sure everything is completed.

Paul Steele mention that he spoke with Dave Ohnstad-Highway Commissioner regarding the drainage issue at the dog shelter. The plan is to put a drain in the shelter parking lot to divert rainwater when the remodeling project has been completed.

Sanitation & Zoning:

Wind Systems Sitting Ordinance update

Alison stated there is no new development at this time. She was not able to attend the August Town's Association meeting. She is planning on requesting volunteers from the Towns to form a group to draft an ordinance this winter.

Discussion was held:

BUDGET

Nothing further to discuss at this time.

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

Department Vouchers		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	1719.34	Sanitation		Sanitation	0
Zoning	100.95	Zoning		Zoning	75.50
Dog Control BOA	2291.79	Dog Control		Dog Control Land Rec.	690.95
Total	**4112.08**	**0**			**766.45**

Vouchers were reviewed for July/August.

Discussion was held**.**

The minutes are not official until approved by the Committee at their next regular meeting

Set Date for Next Meeting and Possible Agenda Items.

The next regular meeting will be on September 18, 2017 and will start at 6:00 pm at the County Board meeting room in the Justice Center. There is one conditional use permit for Larry Hudson. Alison informed the committee that Tarynn Starch requested to be put on the agenda for September for further discussion regarding her concerns. Committee requested that Kyle Letner, the new Humane Officer be present at the September meeting to introduce himself.

A **motion** to adjourn was made by Dan Olson, seconded by Cedric Schnitzler.
Motion carried: 5-0.

Meeting adjourned at 7:53 p.m.

Recorded by Gretchen Jilek

September 18, 2017
Sanitation/Planning & Zoning/Dog Control

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

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

Possible Corrections and Approval from August 21, 2017 Meeting Minutes.

A **Motion** was made by Rodney Sherwood, and seconded by Dan Olson to approve the minutes from the August 21, 2017 meeting. Motion carried, 5-0.

Public Comment (3 minutes each): None.

Public Hearings:

Application of Larry Hutson for a **conditional use permit** for a showroom, retail store, and office associated with existing business (Used Anew, LLC) on adjoining property. Application property is located at 4983 Garden Ave in part of the NE ¼ of NE ¼, Sec. 18, T17N, R4W, in the Town of Sparta, tax ID # 040-00510-0000 on 1 acre. The adjoining land use is agriculture, residential and business.

Larry Hutson addressed the committee members and public. He stated that he has a current business called Used Anew, LLC He recently purchased the adjoining property 4983 Garden Ave, which his parents previously owned and have now passed. He would like to utilize this property for a showroom, retail store and office associated with existing business. His business involves reclaiming used material, sell to remodels, does flooring, tongue and groove flooring, out of recycled materials. They would like to display their items.

Clarence Justin, Town supervisor, was present from the Town of Sparta. He stated that Larry had attended the Town board meeting. The Town did have some concerns about having material around the property that might appear "junky", due to them collecting recyclable materials. They talked about whether they would like to see a fence or privacy area for these materials. Mr. Hutson went around to his neighbors and explained what he wanted to do and the neighbors had no issues with his proposal. The neighbors had signed the paper and Mr. Hutson presented it to the Town of Sparta. Clarence also stated that he had driven out to the property and was very impressed on the presentation, how it was very well kept up, neat piles and very organized business. The Town of Sparta has no problem with approving the application for the conditional use permit.

Discussion was held.

A Motion was made by Paul Steele, seconded by Cedric Schnitzler to approve the application of Larry Hutson for a **conditional use permit** for a showroom, retail store, and office associated with existing business (Used Anew, LLC) on adjoining property. Application property is located at 4983 Garden Ave in part of the NE ¼ of NE ¼, Sec. 18, T17N, R4W, in the Town of Sparta. Motion carried: 5-0.

New Staffing Introductions

Alison wanted to introduce two new staff members. Unfortunately Kyle Letner, our new Humane Officer for criminal cases was not able to attend tonight's meeting. Kyle has replaced Bekah helping approximately 20 hours a week with criminal cases as needed. He currently is also working with LaCrosse County as a Humane Office. However it is unfortunate that Kyle has given verbal notice to Alison that he has accepted a full time position in Colorado and will be leaving the end of October.

The minutes are not official until approved by the Committee at their next regular meeting

Alison introduced, Cassie Cunitz from Wilton. Cassie will be working part-time for the Sanitation/Zoning Department half days and the Animal Shelter half days. She is replacing Karri Sherman, who had to leave due to a family emergency. During the summer months she will be working three days a week and off season two days a week.
Welcome Cassie.

Dog Control

Tarynn Starch – dog safety concerns

Tarynn had spoken to the Committee during the public comments portion of the August meeting and had requested to be placed on the September agenda for discussion. She wanted to address her concerns and offer options on what she felt might be helpful to prevent the situation that happened at the shelter a month ago. She felt that if there had been more staffing it could have prevented incident.

Amber, Humane Officer gave a brief description what had happen and felt that her staff had done everything possible and the way she would have done herself. Amber does not feel that extra staffing would have helped under the circumstances but rather it was just a very unfortunate accident. Amber explained what type of locks are on the kennels and how they work and how some dogs do figure out how to get them open. They are looking into getting different types of latches to help prevent future incidents.

The committee members thanked Tarynn for coming and appreciated her concerns and expressing her feelings. They will take this all into consideration the information that has been provided and will have further discussions to address these issues and concerns. It was a very unfortunate accident and hopefully can be prevented in the future.

Humane Officer – criminal cases

Alison discussed Kyle's position (Humane Officer-criminal cases). There are three main areas that need to be handled with the regard to Humane Officer duties. (1) Dog bites, (2) Criminal cases, and (3) Nuisance cases. Currently Amber is handling the dog bites and nuisance cases. Kyle handles all the criminal cases.

Alison addressed the Committee and mention that we need to look at our options on how to provide these services and how we would like to proceed with Kyle leaving. Alison gave handouts of the dog bites, criminal cases and nuisance cases from Jan 1st through June 30th 2017 for committee members review.

Options for how to handle the Animal Criminal case load in Monroe County were presented to the Committee and discussed.

The committee members asked about having the Sheriff's department taking over the criminal cases since this is a law enforcement issue. Alison has already contacted the Sheriff's department and has also talked with Jim Bialecki, Administrator and this is not an option. The Sheriff's department is currently understaffed and shifting these duties is not budgeted for 2018.

Discussion was held. The Committee will revisit this topic at their October meeting.

The minutes are not official until approved by the Committee at their next regular meeting

Sanitation & Zoning:

Alison informed the committee that the last maintenance reports were sent out in September. Citations have been sent out by the Corporate Council for those that did not return maintenance reports from 2016.

The Sanitation and Zoning department has been very busy. Permits and installations are up from last year.

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

Department Vouchers		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	1,167.18	Sanitation	39.24	Sanitation	
Zoning	91.28	Zoning		Zoning	21.37
Dog Control BOA	1,164.53	Dog Control		Dog Control Land Rec.	1033.36
Total	**2422.99**	**0**	**39.24**		**1054.73**

Vouchers were reviewed for August.

Discussion was held**.**

Set Date for Next Meeting and Possible Agenda Items.

The next regular meeting will be on October 16, 2017 and will start at 6:00 pm at the County Board meeting room in the Justice Center. Currently on the agenda for the October meeting, one public hearing, conditional use permit. Further discussion for the Animal Shelter-humane officer position and updates on the shelter addition.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Rodney Sherwood.
Motion carried: 5-0.

Meeting adjourned at 7:24 p.m.

Recorded by Gretchen Jilek

The minutes are not official until approved by the Committee at their next regular meeting

October 16, 2017
Sanitation/Planning & Zoning/Dog Control

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

Present: Doug Path, Paul Steele, arrived at 6:02 p.m., Cedric Schnitzler left at 6:27 p.m., Dan Olson and Rodney Sherwood.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Amber Dvorak-Humane Officer and members of the public.

Possible Corrections and Approval from September 18, 2017 Meeting Minutes.

A **Motion** was made by Rodney Sherwood, and seconded by Dan Olson to approve the minutes from the September 18, 2017 meeting. Motion carried, 4-0.

Public Comment (3 minutes each): None.

Public Hearings:

Application of Jeffery Nilssen and Coulee Connections for a **conditional use permit** for a private campground/retreat on property located at 5235 Cedar Rd., in part of the NE ¼, Sec. 29, T19N, R3W, in the Town of New Lyme, tax ID # 028-00315-0001 & 028-00312-2000 on 23.77 acres. The adjoining land use is woodlands & residential.

Jeffery Nilssen addressed the committee members and the public. He stated that he is the current owner of the property located at 5235 Cedar Rd. but is trying to move forward with selling the property to Coulee Connections. Rob VanNuland addressed the committee members and the public on behalf of Coulee Connections. Rob would like to utilize the property as a private retreat for youth and their families with a community based approach. His hope for the property would be to engage the children and families in natural setting to promote healing and wellness. It would be run as a hobby farm with groups of around 10 kids with 2-4 staff/group. Funding for this comes from school districts, Medicaid, State & County funds. They will use this property roughly 5 days a week. Occasionally overnight stays with staff and guardians.

The Town of New Lyme recommended approval with the following conditions:

1) Permit is only for applicant only (Coulee Connections) and does not run with the land.
2) Property cannot be used as a public campground.

Neighbors surrounding this property and public were present at the meeting to voice their concerns. Tarynn Starch has a child that participates in the programs Coulee Connections currently provides. She expressed her support of the group stating that Coulee Connections is a great program and agrees that this property would benefit them. Neighbors Darlene Gibson and Linda Kenyon voiced their concern about hunting seasons and the safety of children in the area during that time. They are also concerned over boundaries and their property possibly be trespassed on and vandalized or broken into and items being stolen. Theodore Moskonas, another neighbor thinks Coulee Connections is doing a good thing for these children there is a need for a program like this. Sheriff Scott Perkins also addressed the Committee and public that if a call came in for this property, wait time could be anywhere from 20-60 minutes.

1) A Motion was made by Paul Steele, seconded by Rod Sherwood to approve the application of Jeffery Nilssen and Coulee Connections for a **conditional use permit** for a private campground/retreat on property located 5235 Cedar Rd, in the Town of New Lyme with the conditions requested by the Town. Permit is only for applicant only (Coulee Connections) and does not run with the land.
2) Property cannot be used as a public campground.

The minutes are not official until approved by the Committee at their next regular meeting

Daniel Olson made a motion to amend the conditions to add that any activity on this property end at 5 p.m. Motion failed due to lack of a second.

Discussion was held.

Original motion carried: 3yes-1no (Daniel Olson), Cedric Schnitzler- absent

Dog Control

Humane Officer Duties

Alison discussed hiring a Humane Officer (criminal cases). It is already in the 2019 budget for an on call position for 20 hours/week with no benefits. Sheriff Scott Perkins was present and stated that the Sheriff's Department is willing to help out when they are able until someone is hired. They are currently short on manpower so taking over these duties would not be possible at this time. They are willing to help train someone for this position.

Alison is going to contact previous law enforcement to see if they would possibly be interested in this position and she is also going to post the job to the public. For now, we will continue to use current staff and law enforcement.

In 2018, discuss possible options for 2019 to either make it a full time position or keep it as is.

Dog Shelter Addition

Alison is going to contact Rick Dickenson for a completion date. Rick is going to overlook the completion of the addition project. Amber said that the concrete by the front door is being poured 10-21-17 (weather permitting). Discussion held about finishing the fencing for the front play yard possibly next year.

Discussion was held.

Sanitation & Zoning:

Plat books:

Alison asked the committee members who would like a plat book. It will come out of Sanitation and Zoning's budget.

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

Department Vouchers		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	2,340.50	Sanitation	46.00	Sanitation	50.00
Zoning	363.10	Zoning		Zoning	10.58
Dog Control BOA	2,340.50	Dog Control		Dog Control Land Rec.	191.77
Total	**5,641.03**	**0**	**46.00**		**252.35**

The minutes are not official until approved by the Committee at their next regular meeting

Vouchers were reviewed for September.

Discussion was held**.**

Set Date for Next Meeting and Possible Agenda Items.
The next meeting will be held November 21, 2017 and will start at 5:30pm in the County Board meeting room in the Justice Center. It will be held before the County Board meeting instead of the regular monthly meeting time since there are no public hearings scheduled. Items on the agenda for the November meeting include possibly waiving the fee for the Monroe County Landfill expansion CUP and the renewal of a restricted animal permit for Kevin Huff for wolf hybrids and a resolution to renew the designation of his property for use as a Wolf-hybrid foster facility.

A **motion** to adjourn was made by Paul Steele, seconded by Daniel Olson.
Motion carried: 4-0.

Meeting adjourned at 8:13 p.m.

Recorded by Cassie Cunitz

The minutes are not official until approved by the Committee at their next regular meeting

November 21, 2017
Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 5:30p.m., by Chairman, Doug Path.

Present: Doug Path, Paul Steele and Rodney Sherwood. Absent: Carol Lass and Dan Olson

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator., and members of the public.

Possible Corrections and Approval from October 16, 2017 Meeting Minutes.

A **Motion** was made by Paul Steele and seconded by Rodney Sherwood to approve the minutes from the October 16, 2017 meeting. Motion carried, 3-0.

Public Comment (3 minutes each): None.

Public Hearings: None

Dog Control:

Kevin Huff-Restricted animal permit

Kevin Huff was present to request the renewal of his restricted animal permit for wolf-hybrids. Alison Elliott reported that the inspection was conducted on November 4, 2017 by Humane Officer Amber Dvorak and she recommended approval.

A **Motion** was made by Paul Steele and seconded by Rodney Sherwood to approve the renewal of Kevin Huff's restricted animal permit. Motion carried, 3-0.

Wolf-Hybrid Foster Facility Resolution 2018

A **Motion** was made by Paul Steele and seconded by Rodney Sherwood to approve the resolution renewing Kevin Huff's facility to be utilized as a wolf-hybrid foster facility for 2018. Motion carried, 3-0.

Sanitation & Zoning:

Monroe County Solid Waste, Fee waiver request for Conditional Use Permit to expand existing land fill.

A **Motion** was made by Paul Steele and seconded by Rodney Sherwood to waive fee for CUP except publication and notification costs. Motion carried, 3-0.

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

Department Vouchers		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	2,789.98	Sanitation	77.92	Sanitation	20.00
Zoning	28.97	Zoning		Zoning	10.79
Dog Control BOA	1,780.13	Dog Control		Dog Control Land Rec.	849.68
Total	**4599.08**	**0**			**880.47**

Vouchers were reviewed for September/October.

Discussion was held**.**

The minutes are not official until approved by the Committee at their next regular meeting

Set Date for Next Meeting and Possible Agenda Items.
The next meeting will be held December 18, 2017 and will start at 6:00 pm in the County Board meeting room in the Justice Center. Items on the agenda for the December meeting include CUP for the Monroe County Landfill expansion.

A **motion** to adjourn was made by Rodney Sherwood, seconded by Paul Steele.
Motion carried: 3-0.

Meeting adjourned at 5:49 p.m.

Recorded by Alison Elliott

The minutes are not official until approved by the Committee at their next regular meeting

December 18, 2017
Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:04 p.m., by Chairman, Doug Path.

Present: Doug Path, Paul Steele and Rodney Sherwood, and Dan Olson.
Absent: Carol Las

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

Possible Corrections and Approval from November 21, 2017 Meeting Minutes.

A **Motion** was made by Paul Steele and seconded by Rod Sherwood to approve the minutes from the November 21, 2017 meeting. Motion carried, 4-0.

Public Comment (3 minutes each): None.

Public Hearings:

Application for Monroe County Solid Waste Department for a **conditional use permit** to expand the sanitary land fill on property located on 20448 Junco Rd, Norwalk, in part of the SE 1/4, SW 1/4, Section 11, T16N, R2W, in the Town of Ridgeville, parcel number 034-00236-0000, 30+ acres. The adjoining land use is land fill and agriculture.

Paul Steel spoke on behalf of the Solid Waste Committee and explained the project. He also stated that the Town of Ridgeville discussed the application and had no concerns. They recommended approval.

Discussion held.

A Motion was made by Paul Steele, seconded by Daniel Olson to approve the application of Monroe County Solid Waste Department for a **conditional use permit** to expand the sanitary land fill 20448 Junco Rd, Norwalk, in part of the SE 1/4, SW 1/4, Section 11, T16N, R2W, in the Town of Ridgeville, parcel number 034-00236-0000, 30+ acres. Motion carried: 4-0.

Dog Control:
On call Humane Officer Duties:
Dave Rynes has been hired as the new on call Humane Officer. He is retired from law enforcement, but still holds current credentials. There was some discussion regarding deputizing him. It is up to Sherriff Scott Perkins if he will be deputized.

Van:
Discussion held.

A **Motion** was made by Paul Steele and seconded Rod Sherwood to approve the use of up to $1,500 of dog control donations for the acquisition of a van with the Zoning Committee Chairman's approval. Motion carried 4-0.

Sanitation & Zoning:

Discussion held on Septic Maintenance Reports.

The minutes are not official until approved by the Committee at their next regular meeting

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

Department Vouchers		**Interdepartmental Transfers**		**Credit Card Voucher**	
Sanitation	40.75	Sanitation	17.86	Sanitation	98.00
Zoning	303.72	Zoning		Zoning	54.50
Dog Control BOA	885.53	Dog Control		Dog Control Land Rec.	720.31
Total	**1230.00**	**0**	**17.86**		**872.81**

Vouchers were reviewed for November.

Line item transfers-

Sanitation

Money was transferred from conferences and motor vehicles line items to cover a shortage in the telephone and office supplies for the purchase of a replacement laser level. Current laser is over 15 years old and no longer functions adequately.

Dog Control

Money was transferred from printing line item to cover a shortage in the telephone line item.

Discussion was held**.**

A **Motion** was made by Paul Steele and seconded Rod Sherwood to approve both line item transfers. Motion carried 4-0.

Set Date for Next Meeting and Possible Agenda Items.

The next meeting will be held January 15, 2018 and will start at 6:00 pm in the County Board meeting room in the Justice Center. Items on the agenda for the January meeting include (3) CUP and (1) COZ.

A **motion** to adjourn was made by Paul Steele, seconded by Rod Sherwood.
Motion carried: 4-0.

Meeting adjourned at 6:55 p.m.

Recorded by Cassie Cunitz

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