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**WASHINGTON COUNTY  
PLANNING, CONSERVATION AND PARKS COMMITTEE**

Public Agency Center  
West Bend, WI

October 13, 2010  
1:45 p.m.

Present: Michael Bassill, Melvin Ewert, Raymond Heidtke, Michael Miller, Gerald Schulz, Peter Sorce, and John Stern.

Also present: Administrator Paul Mueller, Chairperson Herbert Tennes, County Engineer Scott Schmidt, Deputy Administrator Debora Sielski, Assistant Administrator for Golf and Parks Mike Kactro, Land Resources Manager Phil Gaudet, GIS Manager Eric Damkot, Accounting Supervisor Kelly Cisar, Office Manager Joanne Wagner, and County Clerk Administrative Assistant Linda Doro.

Chairperson Stern called the meeting to order at 1:45 p.m. and read the Affidavit of Posting.

**PRESENTATION AND POSSIBLE ACTION : RICHARD WELCH - KETTLE MORAINES ATV CLUB - SEEKING PERMISSION TO OPEN THE EISENBahn TRAIL FOR ATV USE FROM LIGHTHOUSE LANE TO THE FOND DU LAC COUNTY LINE**

*Appearance: Rick Welch and Allen Tackes, Kettle Moraine ATV Club, Jerome Zier, Washington County Snowmobile Association President, and Melissa Cook, Department of Natural Resources*

Mr. Welch and Mr. Tackes presented their request to open the Eisenbahn Trail for ATV use from Lighthouse Lanes to the Fond du Lac county line. They are requesting use of the Eisenbahn Trail for ATVs, as well as snowmobiles on a trial basis, from December 15 through March 15, only when the temperature outside is 28 degrees or lower and the ground is frozen. They are also proposing to limit the speed to 25 miles per hour and will put up signage. Mr. Zier indicated the Snowmobile Association has no objections to ATV use on trial basis, however, the Snowmobile Association is requesting to work with the Parks Division regarding policies, rules and guidelines so all interests are represented. Ms. Cook stated the DNR is concerned with protecting the trail and its gravel base, along with the costs to maintain the gravel base. Moved by Mr. Bassill, seconded by Mr. Sorce to direct staff to further study this request with the Kettle Moraine ATV Club, Washington County Snowmobile Association, along with the DNR, and report back to the Committee. Motion carried.

**DIVISION REPORTS**

Geographic Information Systems Division - Eric Damkot

- Floodplain Mapping Related Initiatives
- Land Information Website Initiatives
- Review of Other Division Activities and Projects

Administration Division - Joanne Wagner and Scott Schmidt

- Office Activities Update
- Engineering Assistance Update
- Third Quarter Time Allocation of County Engineer/County Surveyor to Other County Departments

Land Use Division - Phil Gaudet

- Permit Activity
- Software Purchase for Private Onsite Wastewater Treatment System Program
- Chapter 23 Revision (Shoreland, Wetland & Floodplain Zoning Ordinance)
- Lizard Mound Tree Removal
- Shoreland Restoration Video

Moved by Mr. Sorce, seconded by Mr. Heidtke to to accept the Geographic Information Systems, Administration, and Land Use Division reports. Motion carried.

**MINUTES**

Moved by Mr. Miller, seconded by Mr. Ewert to approve the September 8, 2010, minutes as presented. Motion carried.

**1 CAPITAL IMPROVEMENT PLAN REMAINING FUNDS**

2 Mr. Mueller discussed the proposed reallocation of CIP funds that have been unexpended from previous years and  
3 presented a list of possible County Park projects to utilize the remaining funds. The current total CIP funds  
4 remaining from the completed projects are \$101,905.68. The proposed amount to reserve for completion of  
5 Lizard Mound County Park project is \$35,000. The amount available for the PCPC to redeploy is \$66,905.68.

**6 CONSIDERATION OF BARBED WIRE ALTERNATE BID FOR HERITAGE TRAILS**

7 Mr. Schmidt reported the Public Safety Committee, at their meeting this morning, approved using \$3,128.00 from  
8 the Range project budget for the fencing project and apply the remaining balance of \$1,682.28 toward the barbed  
9 wire. Mr. Mueller indicated he is not interested in allocating additional funds from the parks' budget for the  
10 fencing project and barbed wire alternate. Moved by Mr. Miller, seconded by Mr. Sorce to deny the  
11 consideration to allocate additional funds for the barbed wire alternative of the fencing project at Heritage Trails  
12 County Park. Motion carried with Mr. Schulz voting no.

**13 CAPITAL IMPROVEMENT PLAN REMAINING FUNDS - CONTINUED**

14 Moved Mr. Miller, seconded by Mr. Ewert to allocate remaining CIP funds to replace missing miscellaneous park  
15 trees at various park sites, and extend the fishing pier 100' at Yahr Park in the Town of Farmington at a cost not to  
16 exceed \$66,905.68. Motion carried.

**17 BUDGET UPDATE**

18 Mr. Mueller reported the Finance Committee reduced the 2011 Planning and Parks Department budget levy equal  
19 to the 2010 levy in the amount of \$3,115,776, and presented the changes to achieve this reduction to the 2011  
20 budget levy.

**21 APPOINTMENT OF PLANNING, CONSERVATION & PARKS COMMITTEE TO THE FARMLAND  
22 PRESERVATION PLAN ADVISORY COMMITTEE**

23 Moved by Mr. Miller, seconded by Mr. Sorce to approve the appointment of Mr. Heidtke to the Farmland  
24 Preservation Plan Advisory Committee. Motion carried.

**25 CONSIDER CHANGES TO THE COMPREHENSIVE PLAN AMENDMENT APPLICATION**

26 Ms. Sielski presented the summary of changes to the Comprehensive Plan amendment applications. Moved by  
27 Mr. Miller, seconded by Mr. Ewert to approve the changes to the Comprehensive Plan amendment applications.  
28 Motion carried with Mr. Bassill and Mr. Sorce voting no.

**29 REQUEST APPROVAL TO EXPEND THE TOTAL RETTLER BEQUEST AT RIDGE RUN COUNTY  
30 PARK**

31 Moved by Mr. Miller, seconded by Mr. Ewert to authorize the Department to expend the total Rettler Bequest of  
32 \$238,571.05 on the Rettler project at Ridge Run County Park. Motion carried.

**33 CHAPTER 24 LAND DIVISION ORDINANCE REVISION**

34 Mr. Gaudet presented the proposed changes to Chapter 24 - Land Division ordinance that need to comply with  
35 Wisconsin Act 376. A public hearing regarding regarding these revisions to Chapter 24 will be held on December  
36 8, 2010.

**37 AGENDA ITEMS FOR FUTURE MEETINGS**

- 38 • Capital Improvement Plan Remaining Funds Discussion

**39 NEXT TENTATIVE MEETING DATE**

40 The Planning, Conservation and Parks Committee will tentatively meet on November 10, 2010, at 1:00 p.m.

**41 ADJOURNMENT**

42 Moved by Mr. Heidtke, seconded by Mr. Miller to adjourn the meeting at 3:26 p.m. Motion carried.