

1 **JOINT MEETING**
2 **LAND CONSERVATION COMMITTEE**
3 **PLANNING, CONSERVATION & PARKS COMMITTEE**
4

5 Public Agency
6 West Bend, WI

August 12, 2009
1:00 p.m.

7
8 Present: John Stern, Charlene Brady, Ralph Dornacker, Todd Healy, John Jung, Marilyn Merten,
9 Michael Miller and Gerald Schulz.

10
11 Also present: Planning & Parks Administrator Paul Mueller, County Conservationist Dr. Jill Hapner,
12 Planning & Parks Deputy Administrator Debora Sielski, Planning & Parks Inspector-in-Charge David
13 Seils, Planning & Parks Assistant Administrator for Golf & Parks Mike Kactro, Planning & Parks
14 Accounting Supervisor Kelly Cisar, GIS Manager Eric Damkot, Office Manager Joanne Wagner, and
15 Administrative Assistant Linda Doro.

16
17 Chairman Stern called the joint meeting of the Land Conservation Committee and Planning, Conservation
18 & Parks Committee meeting to order and read the Affidavit of Posting.

19
20 **LAND CONSERVATION COMMITTEE MINUTES**

21 Moved by Ms. Merten, seconded by Mr. Healy to approve the July 8, 2009, minutes as presented. Motion
22 carried.

23
24 **CONSIDERATION OF APPROVAL FOR CONTRIBUTION AGREEMENT BETWEEN**
25 **WASHINGTON COUNTY & USDA NATURAL RESOURCES CONSERVATION SERVICES**

26 Dr. Hapner requested approval for a contribution agreement between Washington County & USDA
27 Natural Resources Conservation Services for the Nutrient Management Farmer Education Grant Program.
28 This agreement will accelerate delivery of technical and administrative assistance allowing the County to
29 accomplish goals as stated in the Land & Water Resource Management Plan and the NRCS to meet
30 mandate deadlines for the Environmental Quality Incentives Program. The new contribution agreement
31 will overlap with the current contribution agreement, which expires September 30, 2009. Projects for five
32 producers are scheduled and staff time is estimated at \$5,310. Under the agreement, each participant is
33 allowed to pay 50% of the total staff costs. Moved by Mr. Miller, seconded by Mr. Dornacker to enter
34 into a contribution agreement between Washington County & USDA Natural Resources Conservation
35 Services for 2009-2010. Motion carried.

36
37 **COST SHARE PAYMENTS: BAST INVESTMENT, LLC**

38 Dr. Hapner reported Bast Investment, LLC, Sections 5 & 8, Germantown received a cost share contract
39 #LWCD-08-05 payment in the amount of \$5,623.80 for a waterway system.

40
41 **CONSIDER DRAFT RESOLUTION FOR UWEX-MALWEG PROGRAM**

42 Moved by Mr. Miller, seconded by Mr. Dornacker to approve a resolution authorizing the Land and
43 Water Division to apply for and accept a 2009-2010 Multi-Agency Land & Water Education Grant, not to
44 exceed \$12,000, to conduct a Nutrient Management Farmer Education Program and forward to the
45 Finance Committee and County Board. Motion carried.

46
47 **2010 PLANNING AND PARKS DEPARTMENT BUDGET REVIEW**

48 Administrator Paul Mueller presented the 2010 Planning & Parks Department - Land & Water Division,
49 Golf Section, Parks Section, GIS Division, Planning Division and Land Use Division budgets.

50
51 The 2010 Planning and Parks Department base level budget is \$3,118,476, and the requested level budget
52 is \$3,189,976.

53
54 **LAND & WATER DIVISION**

55 There are no new position requests for 2010.
56

1 **2010 Outlay**

2 1. Three Quarter Ton Truck - One (1) \$ 29,500

3

4 **2010 Out of State Travel**

5 One (1) person to attend the National No-Tillage Conference in Des Moines, Iowa at a cost of \$150.

6

7 **2010 User Fee Schedule**

8 The 2010 Land & Water User Fee Schedule was presented.

9

10 **PARK SECTION**

11 There are no new position requests or user fee changes for 2010.

12

13 **2010 Outlay**

14 1. One ton truck with plow and salter package - One (1) \$ 57,500

15 2. ¾ ton truck with plow and lift package - One (1) \$ 32,000

16 3. Brush Chipper - One (1) \$ 42,000

17

18 **2009 Out-of-State Travel**19 One (1) person to attend the National Association of County Park and Recreational Officials (NRPA)
20 conference in Minneapolis, Minnesota at a cost of \$550 and one (1) person to attend the National
21 Association of County Park and Recreation Officials (NACO) conference in Washoe County, Nevada at a
22 cost of \$1,350.

23

24 **GOLF SECTION**

25 There are no new position requests or out-of-state travel for 2010.

26

27 **2010 Decision Item List - Not Levy Funded - Enterprise Projects**

28 1. Purchase 27 electric golf carts for replacement from the existing 60 cart fleet \$ 85,185

29 2. Crack fill, seal and stripe lots and paths \$ 30,000

30 3. Pave parking lot gravel islands and road north of new cold storage building \$ 7,000

31 4. Replace golf course bridge \$ 5,000

32 5. Paint exterior of clubhouse \$ 14,300

33 6. Replace overflow structures in golf course ponds \$ 25,000

34

35 **2010 Fixed Asset Requests - Not Levy Funded - Enterprise Projects**

36 1. Commercial freezer - One (1) \$ 5,000

37

38 **2010 User Fee Schedule**

39 The 2010 Golf Division User Fee Schedule was presented.

40

41 **GIS DIVISION**

42 There are no new position requests or outlay for 2010.

43

44 **2010 Out-of-State Travel**45 One (1) person to attend the ESRI International Users Conference in San Diego, California at a cost of
46 \$2,000 (Funding Source: Retained Fees).

47

48 **2010 User Fee Schedule**

49 The 2010 GIS Division User Fee Schedule was presented.

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51 **PLANNING DIVISION**

52 There are no new position requests for 2010.

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54 **2010 Outlay**

55 1. 5-drawer steel flat file - One (1) \$ 1,400

56

2010 Out-of-State Travel

Two (2) people to attend the Upper Midwest Planning Conference, location to be determined, at a cost of \$950, and one (1) person to attend the American Planning Association's National Planning Conference in New Orleans, Louisiana at a cost of \$1,200.

2010 User Fee Schedule

The 2010 Planning Division User Fee Schedule was presented.

LAND USE DIVISION

There are no new position requests, outlay, or out-of-state travel for 2010.

2010 Land Use Division User Fee Schedule

The 2010 Land Use Division User Fee Schedule was presented.

PUBLIC HEARING**KAREN A. SEMIANCZUK, SE ¼, SECTION 7, TOWN OF JACKSON - TO AMEND THE SHORELAND/WETLAND/FLOODPLAIN ZONING MAP OF WASHINGTON COUNTY (ADDRESS: 4183 JACKSON DRIVE, JACKSON, WI)**

Appearance: Kevin Parish, Quam Engineering, LLC and Brian Zimmerman

Ms. Doro read the Notice of Public Hearing. Mr. Seils presented a plat map indicating the location of the parcel owned by Karen A. Semianczuk. A floodplain study was completed by Quam Engineering, LLC in 2008. The floodplain study was reviewed and approved by the Department of Natural Resources and the Federal Emergency Management Agency. The house and a portion of the property west of the house would be removed from the floodplain. Staff recommends approval of the rezoning request. Mr. Stern opened the public hearing. There were no comments. Mr. Stern closed the public hearing. Moved by Ms. Merten, seconded by Mr. Schulz to amend the shoreland/wetland/ floodplain zoning district map on the property owned by Karen A. Semianczuk, SE ¼, Section 7, Town of Jackson. Motion carried.

PLANNING, CONSERVATION AND PARKS COMMITTEE MINUTES

Moved by Ms. Merten, seconded by Mr. Healy to approve the July 8, 2009, minutes as presented. Motion carried.

PUBLIC HEARING**MERLIN & DONNA STOCKHAUSEN, NW 1/4, SECTION 27, TOWN OF WEST BEND - CONDITIONAL USE PERMIT FOR EXCAVATING, FILLING OR GRADING IN A SHORELAND/FLOODFRINGE ZONING DISTRICT (ADDRESS: 3613 GRASSER DRIVE, WEST BEND)**

Appearance: Ray Wollner, Wollner Excavating and Doug Stockhausen.

Ms. Doro read notice of public of hearing. Mr. Seils presented a plat map indicating the location of the parcel owned by Merlin and Donna Stockhausen. The owners are requesting approval of a Conditional Use Permit application for the construction of a new residence on Silver Lake. Originally, the house construction was started under an Administrative Permit because the proposed grading was less than 15,000 sq. ft. The grading was proposed to be no closer than 75 ft. to the Ordinary Highwater Mark (OHWM). There is a retaining wall proposed to stop at the 75 ft. setback. The owners are now requesting approval to expand the grading and fill to within 10 ft. of the OHWM. In order to stabilize this fill, the existing retaining wall would have to be extended to 53 ft. from the OHWM.

A site visit has determined that there may be wetlands between the existing fill and the OHWM. The owners are also proposing a 40 x 50 ft. parking/driveway area west of Grasser Dr. Staff has concerns that sheet flow of water off this driveway area may be directed to the neighboring northerly lot. Staff is recommending that the Committee table the Conditional Use Permit request until the wetland delineation is made to determine if there are wetlands in the proposed fill area. Mr. Stern opened the public hearing. Comments were heard from Laurie Veleries, Jacqueline Peters, John Behrens and Gerald Sobicheck. Mr. Stern closed the public hearing.

1 Moved by Ms. Brady, seconded by Mr. Healy to deny the Conditional Use Permit for excavating, filling
2 or grading in a shoreland/Floodfringe zoning district for Merlin and Donna Stockhausen. Motion carried
3 with Mr. Jung voting no.
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5 **REGISTER OF DEEDS 2010 BUDGET REVIEW**

6 Register of Deeds Sharon Martin presented the 2010 Register of Deeds Budget.
7 The 2010 Register of Deeds base level budget is \$247,888 credit and the requested level budget is
8 \$250,486 credit. There are no new position requests, outlay requests, or out-of-state travel for 2010.
9 The 2010 Register of Deeds User Fee Schedule was presented.
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11 Moved by Ms. Merten, seconded by Mr. Healy to approve the 2010 Register of Deeds budget with a net
12 levy in the amount of \$439,109 credit - Register of Deeds portion, and net levy of \$188,623 - Real
13 Property portion, for a combined net levy of \$250,486 credit, including user fees for 2010, and forward to
14 Administration. Motion carried.
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16 **2010 PLANNING AND PARKS DEPARTMENT BUDGET REVIEW - CONTINUED**

17 Moved by Ms. Merten, seconded by Mr. Jung to approve the 2010 Planning & Parks Department base
18 budget with a net levy of \$3,118,476, including outlay, out-of-state travel and user fees for 2010, and
19 forward to Administration. Motion carried.
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21 **LAND & WATER CONSERVATION DIVISION - 2010 DECISION ITEM**

22 Moved by Ms. Merten, seconded by Mr. Miller to approve the Land & Water Conservation Division 2010
23 decision item for one (1) three quarter ton truck at a cost of \$29,500, and forward to Administration.
24 Motion carried.
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26 **PARKS SECTION - 2010 DECISION ITEM**

27 Moved by Ms. Merten, seconded by Mr. Healy to deny the Parks Section 2010 decision item for one (1)
28 brush chipper at a cost of \$42,000. Motion carried with Ms. Brady, Mr. Jung, and Mr. Miller voting no.
29

30 **GOLF SECTION - 2010 DECISION ITEMS - NOT LEVY FUNDED, ENTERPRISE PROJECTS**

31 Moved by Mr. Miller, seconded by Mr. Jung to approve the Golf Section 2010 decision item for 27
32 electric golf carts at a cost of \$85,185, and forward to Administration. Motion carried with Mr. Schulz
33 voting no.
34

35 Moved by Mr. Miller, seconded by Ms. Brady to approve the Golf Section 2010 decision item to crack
36 fill, seal, and stripe lots and paths at a cost of \$30,000, and forward to Administration. Motion carried
37 with Ms. Merten voting no.
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39 **NEXT MEETING DATE**

40 The Planning, Conservation and Parks Committee will meet on Wednesday, September 9, 2009, at 1:00
41 p.m.
42

43 **ADJOURNMENT**

44 Moved by Mr. Healy, seconded by Ms. Merten to adjourn the joint meeting of Land Conservation
45 Committee and Planning, Conservation & Parks Committee at 4:40 p.m. Motion carried.
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Brenda J. Jaszewski, County Clerk