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**JOINT MEETING  
WASHINGTON COUNTY LAND CONSERVATION COMMITTEE  
AND  
PLANNING, CONSERVATION & PARKS COMMITTEE**

Public Agency Center  
West Bend, WI

August 11, 2010  
1:00 p.m.

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

Also present: Administrator Paul Mueller, Assistant Administrator for Golf and Parks Mike Kactro, Chairperson Herbert Tennes, County Conservationist Dr. Jill Hapner, GIS Manager Eric Damkot, Land Resources Manager Phil Gaudet, Landscape Designer Cindy Leinss, Accounting Supervisor Kelly Cisar, Office Manager Joanne Wagner, and County Clerk Administrative Assistant Linda Doro.

Chairman Stern called the joint meeting of the Land Conservation Committee and Planning, Conservation & Parks Committee to order at 1:00 p.m. and read the Affidavit of Posting.

**MINUTES**

Moved by Mr. Sorce, seconded by Mr. Ewert to approve the July 14, 2010, Land Conservation Committee minutes as presented. Motion carried.

**NRCS UPDATE - Josh Odekirk, District Conservationist**

Mr. Odekirk reported the USDA announced there will be a general signup for the Conservation Reserve Program from August 22, to August 27, 2010.

**CONSIDERATION OF APPROVAL OF DRAFT RESOLUTION REGARDING LAND AND WATER RESOURCE MANAGEMENT PLAN (2<sup>ND</sup> REVISION 2011-2020)**

Moved by Mr. Miller, seconded by Mr. Ewert to approve a resolution regarding the Land and Water Resource Management Plan (2<sup>nd</sup> Revision 2011-2020), and forward to the County Board. Motion carried.

**SOUTHEAST AREA LAND AND WATER CONSERVATION ASSOCIATION FALL TOUR OVERVIEW - SEPTEMBER 23**

Dr. Hapner presented an overview of the sites that will be visited during the fall tour on September 23, 2010.

**LAND AND WATER CONSERVATION DIVISION 2011 BUDGET REVIEW - TEXT PORTION**

Administrator Paul Mueller and Dr. Hapner presented the 2011 Land and Water Conservation Division budget.

Mr. Mueller and Dr. Hapner reviewed the draft 2011 budget for User Fees and an Additional Position request for a summer intern. The Committee requested information regarding the unemployment benefits entitled to the summer intern once the seasonal contract expires. The complete budget, including the additional position request and information, will be presented and reviewed at the next meeting.

**COST SHARE PAYMENT(S)**

Dr. Hapner reported Guenther Trust-Glenn P. & Beverly V. Guenther, Section 7, Village of Germantown received a cost share contract #LWRM-10-04 05/12/10 payment in the amount of \$12,784.45 for a grassed waterway system.

**ADJOURNMENT OF LAND CONSERVATION COMMITTEE**

Moved by Mr. Schulz, seconded by Mr. Heidtke to adjourn the Land Conservation Committee meeting at 1:26 p.m. Motion carried.

**REGISTER OF DEEDS 2011 BUDGET REVIEW**

Register of Deeds Sharon Martin presented the 2011 Register of Deeds budget. The 2011 Register of Deeds base level budget is \$250,486 credit and the requested level budget is \$84,860 credit. There are no new position requests, outlay requests, or out-of-state travel for 2011. The 2011 Register of Deeds User Fee Schedule was presented.

Moved by Mr. Ewert, seconded by Mr. Heidtke to approve the 2011 Register of Deeds budget with a net levy of \$256,573 credit - Register of Deeds portion, and net levy of \$171,713 - Real Property portion, for a combined net levy of \$84,860 credit, including User Fees for 2011, and forward to Administration. Motion carried.

**OBJECTING AUTHORITY SUBDIVISION - PRELIMINARY PLAT REVIEW - FAIRWAY FIELDS, SE ¼, SECTION 13, VILLAGE OF RICHFIELD - 11 LOTS**

*Appearance: Norb Weyer, Owner*

Mr. Gaudet presented a preliminary plat map showing the location of the subdivision in the Village of Richfield. This is an 11 lot proposed subdivision with 4 outlots. Soil tests have been completed and each lot has a suitable area for a mound-type soil absorption system. The surveyor has been notified that there are two items on the preliminary plat that needs to be corrected.

Moved by Mr. Bassill, seconded by Mr. Ewert to indicate no objections to the preliminary plat of Fairway Fields in Section 13, Village of Richfield. Motion carried.

**PLANNING & PARKS 2011 BUDGET REVIEW - TEXT PORTION**

Administrator Paul Mueller presented the 2011 Planning & Parks Department - Golf Section, Parks Section, Land Use Division, Planning Division and GIS Division budget.

Mr. Mueller reviewed the draft 2011 budget for Outlay, User Fees, Out-of-State Travel, 2010 Projected Year-End Financial Positions, and Text for GIS, Planning, Golf, Parks, Land Use, and Administration Divisions. The PCPC requested the time analysis prepared by staff and comparables from other counties to justify the increased user fees proposed in 2011 for the Land Use and Planning Divisions. The complete budget, including the additional information requested, will be presented and reviewed at the next meeting.

**MINUTES**

Moved by Mr. Miller, seconded by Mr. Sorce to approve the July 14, 2010, Planning, Conservation and Parks minutes as presented. Motion carried.

**REALLOCATION OF CAPITAL IMPROVEMENT PLAN (CIP) FUNDS - UPDATED**

Mr. Mueller discussed the proposed reallocation of CIP funds that have been unexpended from previous years and presented a list of 10 possible County Park projects for 2010 using remaining CIP funds.

Moved Mr. Ewert, seconded by Mr. Schulz to allocate remaining CIP funds in the amount of \$40,000 to re-fence the gravel pit/shooting range area at Heritage Trails County Park in the Town of Polk. Motion carried with Mr. Miller voting no.

Moved by Mr. Bassill, seconded by Mr. Sorce to allocate remaining CIP funds in the amount of \$89,000 to replace the asphalt pavement of the main parking lot and 26-year old basketball court at Homestead Hollow County Park in the Village of Germantown. Motion carried.

1 **CHANGE ORDER FOR CONTRACT FOR MICHAEL JESKE, EXHIBIT DESIGNER FOR**  
2 **LIZARD MOUND COUNTY PARK**

3 Moved by Mr. Miller, seconded by Mr. Heidtke to approve the change order to the contract for Michael  
4 Jeske, Exhibit Designer, at a cost not to exceed \$6,270 in order to complete the displays for the Lizard  
5 Mound Interpretive Center project. Motion carried.

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7 **AGENDA ITEMS FOR FUTURE MEETINGS**

8 None.

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10 **ADJOURNMENT**

11 Moved by Mr. Sorce, seconded by Mr. Heidtke to adjourn the Planning, Conservation & Parks  
12 Committee meeting at 3:34 p.m. Motion carried.

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Brenda J. Jaszewski, County Clerk

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