

**WASHINGTON COUNTY**  
**MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING ADVISORY COMMITTEE**  
**MINUTES OF SEPTEMBER 28, 2005**

The meeting was called to order by Kennedy at 6:15 p.m. at the Washington County Highway Maintenance Facility. Those present included:

**Advisory Committee Members Present:**

Mathew Heiser, Chairperson .....	Village of Kewaskum
Tammy Kennedy, Vice-Chairperson .....	Town of Erin
Brian Bausch.....	Washington County Board Supervisor
Marilyn John.....	ANCR Work Group Chairperson
Chris Kuehn.....	HUED Work Group Chairperson
Mark McCune.....	LUT Work Group Chairperson
Ron Hefter.....	Town of Addison
Ron Heinen.....	Town of Barton
Ralph Eisenman.....	Town of Farmington
Jim Bennett.....	Town of Hartford
Karen Reiter, Alternate.....	Town of Farmington
Paul Metz.....	Town of Germantown
Willard Heppe.....	Town of Polk
Ed Doerr.....	Town of Trenton
Leander Herriges.....	Town of Wayne
Michael Heili.....	Village of Newburg
Phil Beitz.....	Village of Newburg Citizen
John Schultz.....	Town of Trenton Citizen
Barb Renkas.....	Town of West Bend Citizen
Scott Mathie.....	Metropolitan Builders Association
Shawn Graff.....	Ozaukee Washington Land Trust
Dave Johnson.....	Non-metallic Mining Representative
Ann Enright.....	Washington County Board of Realtors
Mike Becker.....	Farm Bureau
John Torinus.....	Business Leader & State Cluster Representative
Craig Johnson.....	Moraine Park Technical College

**Excused:**

Deborah Wilke.....	Washington County Board Supervisor – PCPC
John Wald.....	DNR Park & Recreation

**Absent:**

John Duren.....	Town of Kewaskum
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**Staff:**

Debora Sielski.....	Assistant Administrator for Planning Washington County Planning and Parks Department
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Nancy Anderson.....	Chief Planner Southeastern Wisconsin Regional Planning Commission
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Peter Wagner.....	Planner Washington County Planning and Parks Department
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Kelly Hahm.....	Administrative Secretary Washington County Planning and Parks Department
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**FIRST ORDER OF BUSINESS:** Call Meeting to Order/Review Agenda

Kennedy reviewed agenda items.

**SECOND ORDER OF BUSINESS:** Approval of August 24, 2005 Minutes

**Motion by McCune, seconded by Kuehn to approve the minutes of August 24, 2005 with attendance changes. Motion carried unanimously.**

**THIRD ORDER OF BUSINESS:** Update from the Agricultural, Natural and Cultural Resources Work Group Chairperson – Marilyn John

John gave a brief update on the Agricultural, Natural and Cultural Resources Work Group. John added that the work group had concerns on amendments to the plan.

**FOURTH ORDER OF BUSINESS:** Update from the Utilities, Community Facilities, Economic Development, and Housing Element Work Group Chairperson– Chris Kuehn

Kuehn gave brief update on the Utilities, Community Facilities, Economic Development and Housing Element Work Group. Kuehn added that specific concerns were raised on the liability issue.

**FIFTH ORDER OF BUSINESS:** Update from the Land Use and Transportation Work Group Chairperson – Mark McCune

McCune gave a brief update on the Land Use and Transportation Element Work Group. McCune added that questions were raised in regards to the countywide survey.

**SIXTH ORDER OF BUSINESS:** Discussion of Liability and the Ethics Code

Sielski explained a work group member had concerns regarding their liability as a member of the work group. Sielski explained in response from the County Attorney and also reviewed the County Ethics Code. (See Attached). Sielski emphasized if anyone had any questions to please contact her. Sielski commented that voluntary identification could be considered, if any members wanted to state they received the information.

**SEVENTH ORDER OF BUSINESS:** Updated Tentative Agendas

Anderson presented and reviewed the updated Tentative Agenda handout. (See Attached). Sielski requested if there is any conflicts with the May 3, 2006 meeting, to please contact her.

**EIGHTH ORDER OF BUSINESS:** Discussion of Mailing Lists for Public Outreach Efforts

Sielski informed the Committee that outreach efforts for the public could possibly begin this November. Sielski requested that the municipalities present the planning staff with a mailing list for the outreach meetings. It is up to each municipality to decide who to include on the mailing list and determine the type of invitation to be mailed; 8 ½ x 11 flyer or postcard. Sielski presented and reviewed estimated costs for the outreach flyers. Graff asked if stakeholder could provide a mailing list. Sielski stated that the County will invite countywide stakeholders to the countywide outreach meetings. Heiser arrived at 6:52 p.m.

**NINTH ORDER OF BUSINESS:** Update of Countywide Survey

Wagner briefly reviewed the two options that were given in the survey RFP. Wagner detailed the survey process. Wagner added that the RFP is expected back by October 4, 2006. Wagner informed the Committee that a sub committee will also review the RFP to help pick a consultant. Sielski added that it is very important that we have input from our partnering municipalities. Sielski stated she is looking to get one representative from each municipality to review and rank all the survey proposals. If you are interested in attending this, please let Sielski know. Sielski commented that she requested David Nixon help review the RFP since he has experience in this area and would be beneficial in helping us review the proposals. McCune asked who will choose the final questions. The Advisory Committee will have the final review and approval of the survey.

**TENTH ORDER OF BUSINESS:** Review Sample Questionnaires

Wagner briefly reviewed sample questionnaires. (See Attached). Ed Doerr arrived at (7:07 p.m.). Discussion ensued regarding the benefits for Option 2. Graff commented that the terminology that is used, really needs to be specific and not vague. Discussion ensued on the Ozaukee County survey.

**ELEVENTH ORDER OF BUSINESS:** Brainstorming Session for Survey Questions and Issues

Wagner briefly described the process of the round robin brainstorming session. Sielski added if there are any issues that are not brought up to please let the planning staff know.

Respondent background  
Emergency services (Providing, Join, Quality, Cost)  
Elderly housing  
Business job attraction priority (High, Medium, Low)  
Employment location and type of field  
Where housing should be located by type (ownership)  
Open Space/Parks in developments  
Rural/Urban characteristics  
Mix of bike/auto traffic  
Public transportation  
Rate of development  
Protection of economic product activities  
Natural resource protection (i.e. aggregate resources)  
How much (amount) set aside for specific land use  
Open space preservation  
What types of jobs to attract  
Finding farm labor  
Adequate affordable housing  
Diversity mix of business types  
Residents understand annexation local government  
Residency length  
Sewage/Manure spreading and development  
Water quality and supply  
Fees vs. Taxes  
Value towards natural areas/habitat  
Use of sales tax  
Adequate amount of open space funding (Funding Fees/Taxes).  
Mining gravel/sand Programs  
Adequate road system now  
Expansion of road system – funding  
Who's responsible for economic development  
Adequate utility corridors location/expansion  
Light rail in county

Usage regarding mass transit  
Renewable energy  
Adequate health care  
Open enrollment schools  
Property right protection  
Quality of life issues  
Airport expansion  
Road maintenance  
Compatible zoning with neighbors  
Values towards downtown districts  
Quality of schools  
PDR, F.O.S.P. preservation program  
Historic, archeological, scenic vista preservation  
Disaster plan  
Freshwater supplies  
Controlled intersections (roundabouts or lights)  
Subsidized housing  
Cost/ Amount / level of impact fees  
T.I. F. Districts; approval  
Sewer service areas  
Brain drain  
The number and level of recreational opportunities location  
Regional parks vs. local parks usage  
What's missing in Washington County

Mathie provided additional proposed questions to staff.

**TWELFTH ORDER OF BUSINESS:** Public Comment

No comments given.

**THIRTEENTH ORDER OF BUSINESS:** Discussion Regarding Upcoming Meetings

Wagner stated the next meeting is October 26, 2005. The agenda will include an explanation of S.W.O.T. Analysis.

**FOURTEENTH ORDER OF BUSINESS:** Adjournment

**Motion by Kuehn, seconded by Heinen to adjourn. Motion carried.** Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Debora Sielski  
Assistant Administrator for Planning

Approved by \_\_\_\_\_  
Tammy Kennedy, Vice-Chairperson

Date \_\_\_\_\_

