

WASHINGTON COUNTY
MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING ADVISORY
COMMITTEE
MINUTES OF AUGUST 30, 2006

The meeting was called to order by Heiser at 6:15 p.m. at the Washington County Public Agency Center Rooms 1113A/1113B. Those present included:

Advisory Committee Members Present:

Mathew Heiser, Chairperson	Village of Kewaskum
Brian Bausch	Washington County Board Supervisor
Ron Hefter	Town of Addison
Ron Heinen.....	Town of Barton
Ralph Eisenman.....	Town of Farmington
Michael Heili.....	Village of Newburg
Willard Heppe	Town of Polk
Leander Herriges	Town of Wayne
Chris Kuehn.....	HUED Work Group Chairperson
John Schultz	Town of Trenton Citizen
John Wald.....	DNR Park & Recreation
Dave Johnson	Non-metallic Mining Representative
David Nixon	UWWC
Scott Mathie	Metropolitan Builders Association
Paul Metz.....	Town of Germantown
Marilyn John.....	ANCR Work Group Chairperson
Mike Becker	Farm Bureau
Phil Beitz	Village of Newburg Citizen
Barb Renkas	Town of West Bend Citizen

Excused:

Ellis Kahn	Town of Kewaskum
Jim Bennett.....	Town of Hartford
Daniel Knodl	Washington County Board Supervisor

Absent:

Ed Doerr	Town of Trenton
Shawn Graff	Ozaukee Washington Land Trust
John Torinus	Business Leader & State Cluster Representative
Ann Enright	Washington Board of Realtors

Staff

Debora Sielski

Assistant Administrator for Planning
Washington County Planning and Parks Department

Nancy Anderson

Chief Planner
Southeastern Wisconsin Regional Planning Commission

Todd Roehl.....

Planner
Southeastern Wisconsin Regional Planning Commission

Kelly Hahm Administrative Secretary
Washington County Planning and Parks Department

Others Present:

Joshua Glass Planning Division Summer Intern
Karen Reiter Town of Polk Alternate

FIRST ORDER OF BUSINESS: Call Meeting to Order/Review Agenda

Heiser called meeting to order.

SECOND ORDER OF BUSINESS: Approval of July 26, 2006 Minutes

Motion by Heili, seconded by Heinen to approve the July 26, 2006 minutes. Motion carried unanimously.

Sielski stated that the incorrect minutes were provided and requested the motion for approval of the July 26, 2006 minutes be tabled until the October meeting.

Motion by Kuehn, seconded by Herriges to table the July 26, 2006 minutes until the October meeting. Motion carried.

THIRD ORDER OF BUSINESS: Election of Vice-Chairperson

Heiser stated that Kennedy resigned from the Advisory Committee. Heinen volunteered as Vice-Chairperson.

Motion by Becker, seconded by Herriges to nominate Heinen as Vice-Chairperson. Motion carried unanimously.

FOURTH ORDER OF BUSINESS: Update on Land Use and Transportation Element Work Group

Sielski informed the Committee that the Land Use and Transportation Work Group made a motion to postpone the election of a Chairperson until the Advisory Committee makes a decision on the future of the work group. Sielski added that Chapter 4 was approved.

FIFTH ORDER OF BUSINESS: Update from Agricultural, Natural, and Cultural Resources Element Work Group

John stated that chapter 3 was approved and Wagner gave a brief update on the Visioning Workshop meetings.

SIXTH ORDER OF BUSINESS: Review and Possible Action on Draft Chapter 3 – Agricultural, Natural, and Cultural Resources Inventory

Roehl began presentation on draft Chapter 3 – Agricultural, Natural, and Cultural Resources Inventory. Roehl highlighted a change in the revised chapter. (See Attached).

Motion by Heinen, seconded by Bausch to approve draft Chapter 3 – Agricultural, Natural, and Cultural Resources Inventory. Motion carried unanimously.

SEVENTH ORDER OF BUSINESS: Review and Possible Action on Draft Chapter 4 – Inventory of Existing Land Uses and Transportation Facilities and Services

Anderson stated that the revised draft Chapter 4 was presented at the July meeting. Anderson highlighted some additional changes made. (See Attached). Roehl reviewed proposed changes to Chapter 4. (See Attached).

Motion by Heili, seconded by Heinen to approve draft Chapter 4 – Inventory of Existing Land Uses and Transportation Facilities and Services. Motion carried unanimously.

EIGHTH ORDER OF BUSINESS: Review of Alternative Population Projections Provided to Participating Local Governments

Anderson reviewed the “Local Government Alternative Population Projections” handout. (See Attached).

Heiser asked when the meetings with the plan commissions will take place. Anderson replied this fall.

NINTH ORDER OF BUSINESS: Update on Local Government Visioning Workshops and Intergovernmental Meeting

Sielski reviewed the attendance for the Town of Kewaskum, Town of Wayne, Town of Farmington, and the Town of Polk Visioning Workshops. Sielski stated that it has been surprising to see the low attendance for some of the workshops. Sielski has received good feedback from the citizens that participated in the workshop and the information that was provided.

Sielski stated that representatives from four non-partnering local governments attended the Intergovernmental Meeting. The next meeting will be scheduled for next year.

TENTH ORDER OF BUSINESS: Review Attendance for the Advisory Committee and All Comprehensive Plan Work Groups

Sielski presented attendance recommendation handout. (See Attached). Sielski requested the Committee to keep the attendance issue separate from the discussion regarding merging the two work groups.

Kuehn suggested that after missing the first meeting someone should get a letter. Kuehn suggested that an e-mail be sent a few days prior to the members that have e-mail as a reminder. Becker suggested to change the 4 consecutive missed meetings to two meetings for the local governments. Mathie also suggested that another warning letter be sent out at that time. Nixon

commented if you make the rules too stringent we will lose representation. Nixon suggested that expulsion be reviewed after 5 missed meetings. Discussion ensued on how stringent the rules should be. Beitz suggested pairing it down by organization/local representative. Maybe make the attendance less for organizations.

The following items were discussed as possible options:

- 2 consecutive unexcused absences without an alternate
- 3 consecutive unexcused absences with a letter and get a reason
- 5 total absences in 1 year for the local government that a letter would be mailed requesting appointment of a new representative and for the organization to appoint a new representative.

John asked if this has been discussed at the town board. Sielski replied that she has met with the towns through this process, and they should know the role of being a representative on the committees. Sielski stated we could send the municipalities the attendance for them to review. Heiser suggested that an agenda item be on the municipality agenda stating the quorum issues for the work groups. Sielski stated that she would create a cover letter and mail the attendance record to each local government partner and request comments from the municipalities.

Mathie suggested for the organization make a recommendation for replacement to the Advisory Committee.

Motion by Bausch, seconded by Renkas to allow Sielski to mail out the letters in this process

- 2 consecutive unexcused absences without an alternate will be notified by letter on behalf of the Chairperson
- 5 total absences without an alternate in a 1 year period for a local government that a letter would be mailed requesting appointment of a new representative. Hefer suggested this starts from this date forward. Reiter suggested that an alternate be recommended. Heinen stated concerns with finding more municipal representative alternates. Beitz commented that the municipal representatives need to have a seat at the Advisory Committee level, but maybe not on the work group level. Discussion ensued on the possibilities of eliminating municipal representation on the work groups. Heiser clarified that a request would be made to a respective organization that the organization appoints a new representative. Sielski stated that the citizen representation will need to be appointed by the Advisory Committee and/or Work Group.

Motion carried unanimously.

ELEVENTH ORDER OF BUSINESS: Discussion of merging the Agricultural, Natural, and Cultural Resources Element Work Group and the Land Use and Transportation Element Work Group

Sielski presented two options for the possible merger of the Land Use and Transportation (LUT) and Agricultural, Natural and Cultural Resources Work Group (ANCR). (See Attached). John

stated what the ANCR work group suggested and listed their recommendations to remain separate. Sielski listed the LUT Work group recommendations. Sielski added that the Planning, Conservation, and Parks Committee and the County Board Chairperson recommended merging the work groups. Sielski stated the Department of Administration stated that there is no problem with merging the work groups and if there is a merge, a letter would be sent to the Department of Administration stating the change to the grant.

Motion by Kuehn for option 2. No second to motion. Nixon asked what was the original intent of the two work groups. Sielski explained the reasoning of creating two work groups in the beginning of the planning process. Kuehn commented that we are approaching the recommendations which will be more interesting and holds all the more reason to retain the initial separation of the work groups.

Motion by Heinen, seconded by Kuehn to retain the two committees as separated (Option 2) with recommended revisions. Renkas agreed that they should be separate. Mathie asked will there be a need for joint meetings? Sielski stated from the staff stand point joint meetings would be the best way to go. Kuehn clarified that a joint meeting could be held to discuss the conflicts in the recommendations from both committees. Johnson added that there is an education process to go through and it would be more beneficial and efficient to combine the groups. Mathie asked if the work groups would make presentations to the advisory committee or would the recommendations just be forwarded to the advisory committee. Sielski stated that hasn't been determined but presentations could certainly be arranged. Wald suggested forming sub-committees from the merged work group.

Roll call vote was taken in the following order: Kuehn – yes; Herriges – yes; Renkas – no; Becker – yes; Heinen – yes; Hefter – no; Metz – no; Yogerst - yes; John – yes; Schultz – yes; Nixon – yes; Heppe – yes; Eisenman – no; Mathie – no; Wald – yes; Heili – no; Beitz – no; Johnson – no; Bausch – no. Motion carried Michael, no, Beitz, no , Johnson- no, Bausch, no. Motion carried with a 10 – 9 vote.

TWELFTH ORDER OF BUSINESS: Public Comment

Heppe asked when will the results be provided to the municipalities from the workshops. Sielski stated that one staff person resigned so it may take longer than anticipated. Johnson asked about the maps of non-metallic resources to be added to Chapter 3. Anderson will follow-up with the Wisconsin Geological and Natural History Survey at UW-Extension, who is developing the data and maps.

Sielski stated that Peter Wagner, the Planner for the Planning Division, resigned and took another position with the City of Oak Creek. The position will be replaced. Sielski introduced Joshua Glass the Planning Division Summer Intern.

THIRTEENTH ORDER OF BUSINESS: Discussion Regarding Upcoming Meetings

Sielski stated that the next scheduled meeting is for October 25th. There will be no meetings in September.

FOURTEENTH ORDER OF BUSINESS: Adjournment

Motion by Kuehn, seconded by Metz to adjourn. Motion carried unanimously. Meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Debora Sielski
Assistant Administrator for

Planning

Approved by _____
Mathew Heiser, Chairperson

Date _____