

WASHINGTON COUNTY
MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING
UTILITIES, COMMUNITY FACILITIES, ECONOMIC DEVELOPMENT AND HOUSING
WORK GROUP
MINUTES OF AUGUST 10, 2005

The meeting was called to order by Sielski at 6:06 p.m. at the Washington County Courthouse in Rooms 1020/1026. Those present included:

Work Group Members Present:

Chris Kuehn, Chairperson.....	Town of Wayne
Larry Hoffman, Vice Chairperson	Washington County Board Supervisor
Gary Karnitz.....	Town of Addison
Kris Turner.....	Town of Barton
Brad Bautz	Town of Erin
Gary Schreiber	Town of Farmington
James Arens	Town of Germantown
Allen Hron	Town of Town of Kewaskum
Dave Kainz.....	Town of Hartford
Theodore Merten.....	Town of Polk
Jerry Gilles.....	Village of Kewaskum
James Nowakowski.....	Village of Germantown Citizen
Claire Fowler	Town of Erin Citizen
Therese Baron	City of West Bend Citizen
Bruce Wilk	Workforce Development Board
David Nixon.....	University of Wisconsin Washington County
Ken Heins	Applied Manufacturing Cluster Council Rep.
Kori Schneider	Fair Housing Council

Excused:

Andy Gumm.....	Utility Representative & EDAC Member
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Absent:

John Kohl.....	Washington County Board Supervisor
Mike Komro.....	Town of Trenton
Dawn Woda	Village of Newburg
Carol Biersach.....	
David Shapley.....	School District Representative

Staff:

Debora Sielski.....	Assistant Administrator for Planning
Washington County Planning and Parks Department	

Peter Wagner.....	Planner
Washington County Planning and Parks Department	

Kelly Hahm.....	Administrative Secretary
Washington County Planning and Parks Department	

Other Attendees:

Jim Bennett – Multi-Jurisdictional Advisory Committee

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

Sielski welcomed everyone to the first meeting and briefly reviewed agenda items.

SECOND ORDER OF BUSINESS: Introductions

All work group members and staff introduced themselves.

THIRD ORDER OF BUSINESS: Election of Chair and Vice Chair

Sielski briefly explained the roles of the Chairperson and Vice-Chairperson. Kuehn volunteered for Chairperson. Hoffmann volunteered for Chairperson. Hron nominated Nixon for Chairperson. Nixon accepted nomination.

Motion by Hron , seconded by Fowler to accept Kuehn as Chairperson. Motion carried 16 out of 18 votes.

Motion by Hron, seconded by Turner to nominate and accept Hoffman as Vice-Chairperson. Motion carried 16 out of 18 votes.

FOURTH ORDER OF BUSINESS: Overview of Comprehensive Planning Law

Wagner presented an overview of the Comprehensive Planning Law.

FIFTH ORDER OF BUSINESS: Overview of Multi-Jurisdictional Planning Partnership and Grant Award

Sielski gave an overview of the Multi-Jurisdictional Planning Partnership and Grant Award. Sielski clarified how the 5 supporting municipalities are a part of the planning process. Discussion ensued on how all of the plans will be incorporated for partnering and non-partnering municipalities. Brief discussion ensued on how the grant funds are distributed for each municipality.

SIXTH ORDER OF BUSINESS: Review Work Program and Schedule

Sielski presented the Work Program and schedule. (See Attached). Further discussion ensued regarding the work program.

SEVENTH ORDER OF BUSINESS: Discuss County Wide Survey

Wagner explained the countywide survey. Discussion ensued on how the survey will be compiled. Kuehn explained that the Town of Wayne just did a survey if anyone would like to view it as an example, that it is available on the Washington County website at www.co.washington.wi.us then proceed under local municipalities. Discussion ensued on how long the survey process would be. Heins suggested that the consultant bring examples of other surveys that have been completed as a helpful starting point. Sielski clarified the process of the survey questions. Wilk requested that examples of various information related to this work group be provided to help the brainstorming process.

EIGHTH ORDER OF BUSINESS: Defining the Roles of the Work Group Members

Sielski explained the roles of the work group and requested members to please review all information before the meeting and provide comment and questions at the meetings. Sielski also encouraged to attend other work group meetings. Bennett asked that the format of the draft chapters be approved after each chapter is reviewed.

NINTH ORDER OF BUSINESS: Discuss Future Meeting Dates and Times

Kuehn began discussion on the meeting time for the work group and meeting date. The work group members came to a consensus to keep the date and time of the work group the same.

TENTH ORDER OF BUSINESS: Public Comment

No comments given.

ELEVENTH ORDER OF BUSINESS: Discuss August Meeting Agenda

Sielski reviewed the following items for the September meeting:

- Review the Public Participation Plan
- In-depth presentation on the elements of the work group
- Presentation on the layout and schedule for the planning process
- Brief discussion on the countywide survey

Discussion ensued regarding various stakeholders attending to help provide information during the planning process.

TWELFTH ORDER OF BUSINESS: Adjournment

Motion by Hron, seconded by Karnitz to adjourn. Motion carried. Meeting adjourned at 7:50 p.m.

Respectfully Submitted,

Debora Sielski
Assistant Administrator for Planning

Approved by _____
Chris Kuehn, Chairperson

Date _____

