

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

March 26, 2008
1:16 p.m.

5
6 Present: John W. Stern, Kenneth W. Brandt, Donald J. Berchem (arrived at 1:32 p.m.), Melvin K. Ewert,
7 Mark T. McCune, and Charlene S. Brady. Excused: Daniel Knodl.

8
9 Also present: Administrator Paul Mueller, Assistant Administrator for Planning Debora Sielski, Land
10 Resource Manager Phil Gaudet, County Clerk Brenda Jaszewski, and County Board Administrative
11 Assistant Linda Doro.

12
13 Chairman Stern called the meeting to order.

14
15 **PRELIMINARY PLAT REVIEW - APPROVING AUTHORITY**

16 **Roam'n Acres, SW ¼, Sec. 34, Town of Addison – Preliminary Plat Review, Approving Authority**
17 Appearance: Tom Zuern, Owner/Developer

18
19 Mr. Gaudet presented the preliminary map for the proposed eight-lot subdivision. Soil tests have been
20 completed and lots were approved for onsite systems. There are no Shoreland, Wetland, or Floodplain
21 districts in the subdivision. The Town of Addison has jurisdiction over stormwater issues. The State
22 Department of Administration has approved the preliminary plat and Staff had no concerns with the
23 Roam'n Acres preliminary plat.

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25 Moved by Mr. McCune, seconded by Mr. Brandt to approve the preliminary plat of Roam'n Acres in the
26 Town of Addison. Motion carried.

27
28 **MINUTES**

29 Moved by Mr. McCune, seconded by Mr. Ewert to approve the March 5, 2008, minutes as presented.
30 Motion carried.

31
32 **UPCOMING MEETING DATES**

- 33
- 34 • Monday, March 31, 2008, 7:00 p.m. at Fair Park - Public Hearing for Multi-Jurisdictional
Comprehensive Plan
 - 35 • Wednesday, April 2, 2008, 1:00 p.m. PCPC re: Action on Multi-Jurisdictional Comprehensive Plan
 - 36 • April 9, 2008 at 1:00 p.m. PCPC/LCC
 - 37 • May 14, 2008 at 1:00 p.m. PCPC
- 38

39 Mr. Berchem arrived at 1:32 p.m.

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41 **PARK STAFFING - MAINTENANCE WORKER POSITION VACANCY**

42 Mr. Mueller requested approval to fill a maintenance worker position due to a retirement next month. The
43 position was not budgeted in 2008, and funds will have to be transferred to the Park's budget to pay for this
44 position. Moved by McCune, seconded by Ms. Brady to approve the replacement of a maintenance worker
45 position due to a retirement, and forward to the Finance Committee. Motion carried.

46
47 **2008 WISCONSIN LAND INFORMATION PROGRAM TRAINING AND EDUCATION GRANT**
48 **APPLICATION**

49 Appearance: Eric Damkot, GIS Manager

1 Moved by Mr. McCune seconded by Mr. Brandt to authorize Mr. Damkot to apply for a \$300 Land
2 Information Program Training & Education Grant in perpetuity and that all future minor grants for the
3 Planning and Parks Department, as defined by the County Code, be handled administratively. Motion
4 carried.

5
6 **DISCUSS REQUESTED CLARIFICATIONS ON DRAFT CHAPTERS REVIEWED AT MARCH**
7 **5, 2008, MEETING**

8 Ms. Sielski presented responses to the questions raised on Chapter XV-Implementation Element at the
9 March 5, 2008, PCPC meeting and evaluation responses to the Washington County Multi-Jurisdictional
10 Open House. Mr. Mueller discussed the procedures for the March 31, 2008, Public Hearing.

11
12 **STAFF COMMENDATION**

13 Mr. Mueller recognized Assistant Administrator for Planning Debora Sielski for her dedication and work
14 on the Multi-Jurisdictional Comprehensive Plan.

15
16 **FUTURE AGENDA ITEMS**

- 17 • Purchase of Development Rights
- 18 • Farmland Preservation Plan
- 19 • Park and Open Space Plan

20 The meeting recessed at 2:12 p.m. and reconvened at 2:16 p.m.

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22 **CLOSED SESSION**

23 Moved by Mr. McCune, seconded by Mr. Ewert to convene into closed session at 2:16 p.m. in accordance
24 with Wisconsin Statutes Section 19.85(1) (c) to consider employment promotion, compensation or
25 performance evaluation data of any public employee over which the governmental body has jurisdiction
26 exercises responsibility; "for the purpose of conducting the annual evaluation of the Administrator."
27 Motion carried unanimously by roll call vote.

28
29 **OPEN SESSION**

30 Moved by Mr. McCune, seconded by Ms. Brady to return to open session at 3:08 p.m. Motion carried
31 unanimously by roll call vote.

32
33 **ADJOURNMENT**

34 Moved by Mr. Brandt, seconded by Mr. Ewert to adjourn at 3:08 p.m. Motion carried.
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Brenda J. Jaszewski, County Clerk