

1 **PLANNING, CONSERVATION & PARKS COMMITTEE**

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4 PAC  
5 West Bend, WI

September 27, 2006  
1:00 p.m.

6  
7 Present: Melvin K. Ewert, Mark T. McCune (arrived at 1:06 p.m.), Daniel R. Knodl, Charlene S.  
8 Brady, John W. Stern, Donald J. Berchem (arrived at 1:13 p.m.), and Kenneth W. Brandt.

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10 Also present: Administrator Paul Mueller, Inspector in Charge Phillip J. Gaudet, Assistant  
11 Administrator Herbert Wolf, Deputy County Attorney Chris Ohlis, Assistant Administrator for  
12 Planning Debora Sielski, and Deputy County Clerk Jennifer Schlosser.

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14 Chairperson Stern called the meeting to order and read the Affidavit of Posting.

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16 **HOLDING TANK VARIANCE**

17 **Hilltop Associates LLC/Asset Development Group, SE ¼, Sec. 19, Village of Germantown –**  
18 **Holding Tank Variance (W211 N11810 Hilltop Circle – Village of Germantown).**

19 Appearance: James Reitzner, Asset Development & Hilltop Associates, LLC.

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21 Mr. Reitzner read a status report letter dated September 20, 2006 that was forwarded to Mr. Wolf. The  
22 letter stated that per the direction of the Village of Germantown Board, Asset Development presented  
23 the proposed sewer extension Plan to the Village of Germantown Utility Advisory Committee. The  
24 Utility Advisory Committee voted unanimously, passing the motion recommending approval of the  
25 proposed plan with clarifications on the pipe size. Following the consideration and positive  
26 recommendation by the Utility Advisory Committee, Asset Development again returned to the Village  
27 of Germantown Board for its review and consideration of the proposed plan. The Village of  
28 Germantown Board unanimously passed the motion approving the proposed plan at the September 18,  
29 2006 meeting. The next step in the process is the Village of Germantown's consideration for funding  
30 of the proposed extension. A petition has been filed with the Village of Germantown requesting that  
31 the sewer extension project be handled by the assessment process. The petition consideration will be  
32 heard at the October Village Board Meeting. Deputy County Attorney Chris Ohlis, noted that the  
33 current Sanitary Variance will expire on September 30, 2007.

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35 **CHANGE ORDER FOR SCHNEIDER EXCAVATING, INC.**

36 Appearance: Landscape Designer Cindy Leinss

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38 Ms. Leinss presented the Change Order for Schneider Excavating, Inc. for \$3,572. The Change Order  
39 is necessary in order to strengthen and stabilize the sub-grade under roadways at Yahr Park.

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41 Moved by Mr. McCune, seconded by Mr. Ewert to approve the change order for Schneider  
42 Excavating, Inc. in the amount of \$3,572. Motion carried.

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44 **APPROVAL OF MINUTES**

45 Moved by Mr. Knodl, seconded by Ms. Brady to approve the minutes of September 13, 2006, with no  
46 corrections or additions. Motion carried.

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48 **BUDGET FOLLOW-UP**

1 Mr. Mueller presented a 2007 Budget Follow-up. The Administrative Coordinator's Proposed Budget  
2 was presented to the Committee which contained termination of the current Accounting Technician  
3 position with the replacement of the new Accounting Supervisor position requested rather than adding  
4 the Accounting Supervisor position with the Accounting Technician position. The Ackerman's Grove  
5 and Sandy Knoll County Park pavement projects are not funded in the levy; however \$174,000 from  
6 Facilities Management 2007 Capitol Improvement Funds are being transferred to the Parks Department  
7 Capitol Improvement Plan to accomplish these projects. Mr. Mueller further informed the Committee  
8 that there is concern from County Board Members regarding the relocation of Parks Department  
9 equipment from the Highway Department Building to the Golf Course.

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11 **PUBLIC HEARING**

12 **Town of Wayne, NE ¼, Sec. 24, Town of Wayne – Conditional Use Permit for excavating, filling**  
13 **or grading in a Shoreland/Wetland/Floodplain Zoning District (East and West side of Townline**  
14 **Road from Badger Road to Sunset Drive – road improvements, fill, gravel shoulders, including**  
15 **wetland mitigation).**

16 Appearance: Matt Clementi, Excel Engineering  
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18 Mr. Celmenti presented a plat map indicating the location of Townline Road in the Town of Wayne.  
19 The Town of Wayne proposed to the DNR a concept to raise the elevation of the road by two feet and  
20 add 3 foot shoulders. The DNR and the Town of Wayne compromised to raise the road by one foot  
21 and add two foot shoulders. Mr. Gaudet informed the Committee that this project is similar to the  
22 County Highway W project in the Town of Wayne that was approved by the Committee and that the  
23 stipulation that the mitigation meet the Planning & Parks Department standards with the 8 to 1  
24 easement or one and one-half to one at purchase within 12 to 18 months should apply. Mr. Stern  
25 opened public hearing. Comments from the audience were heard. Mr. Stern closed the public hearing.  
26

27 Moved by Mr. Brandt, seconded by Mr. McCune to approve the Conditional Use Permit for  
28 excavating, filling or grading in a Shoreland/Wetland/Floodplain Zoning District in the Town of  
29 Wayne for the Town of Wayne with the stipulation that the mitigation meets the Planning & Parks  
30 Department standards with the 8 to 1 easement or one and one-half to one at purchase within 12 to 18  
31 months, and obtaining DNR approval. Motion carried.  
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33 **APPROVING AUTHORITY**

34 **Thunderbird Heights, NE, ¼, Sec. 17, Town of West Bend – Final Plat Review – Approving**  
35 **Authority (Russel Kraemer – owner).**

36 Mr. Gaudet presented a plat map indicating the location of Thunderbird Heights at Highway 33 and  
37 Highway Z in the Town of West Bend, which contains 4 lots. There will be no cul-de-sac access from  
38 Highway Z. There are no County regulated Shoreland/Wetland/Floodplain Districts within this  
39 subdivision. Mr. Gaudet noted that the State Department of Administration and the Highway  
40 Department have approved the final plat. Soil tests have been done and benchmarks have been  
41 established for each lot. Staff is requesting that if the Committee approves the Final Plat for  
42 Thunderbird Heights in the Town of West Bend, that it be approved with the condition that the  
43 proposed staked house location be shown for each sanitary permit submittal.  
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45 Moved by Mr. Ewert, seconded by Ms. Brady to approve the Final Plat for Thunderbird Heights  
46 Subdivision in the Town of West Bend, with the condition that the proposed staked house location be  
47 shown for each sanitary permit submittal made to the County. Motion carried.  
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49 Mr. Stern recessed at 2:00 p.m. and reconvened at 2:06 p.m.

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**CLOSED SESSION**

Moved by Mr. Brandt, seconded by Mr. Ewert to move into closed session at 2:06 p.m. pursuant to Wisconsin Statute Section 19.85(1)(e) to deliberate the purchase of public property due to competitive and bargaining reasons specifically to consider acquisition of property for park purposes. Motion carried unanimously by roll call vote.

**OPEN SESSION**

Moved by Mr. Berchem, seconded by Mr. Knodl to return to open session at 2:38 p.m. Motion carried unanimously by roll call vote.

**DIVISION REPORTS**

**Golf and Parks Division – Mike Kactro**

- Clubhouse and Golf Course Projects
- Golf Course Staffing
- Golf Course Business
- Park Projects
- Park Staffing
- Park Business

**Land Use Division – Herbert Wolf**

- Development and permit activity
- Germantown Sewer Service – Asset Corporation/Hilltop Associates
- Proposed revisions to Chapter 23
- FEMA Floodplain mapping update

**Planning Division – Debora Sielski**

- Smart Growth Comprehensive Planning
- Smart Growth Countywide Survey
- Smart Growth Public Participation Process
- Other Planning Division Activities

**ADJOURNMENT**

Moved by Mr. McCune, seconded by Mr. Brandt to adjourn at 2:43 p.m. Motion carried.

Brenda J. Jaszewski, County Clerk