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**JOINT MEETING
WASHINGTON COUNTY
LAND CONSERVATION COMMITTEE AND
PLANNING, CONSERVATION AND PARKS COMMITTEE**

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Courthouse-Government Center
West Bend, WI

August 22, 2012
1:00 p.m.

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Present: Ralph Dornacker, Melvin Ewert, Raymond Heidtke, Michael Miller, Michael Parsons, Gerald Schulz, Peter Sorce, and Todd White.

Also present: Administrator Paul Mueller, Deputy Administrator Debora Sielski, Assistant Administrator for Golf and Parks Mike Kactro, County Conservationist Paul Sebo, GIS Manager Eric Damkot, Land Resources Manager Phil Gaudet, Accounting Supervisor Kelly Cisar, Landscape Designer Cindy Leinss, Office Manager Joanne Wagner, County Clerk Brenda Jaszewski, Chief Deputy County Clerk Linda Doro, and Supervisors Robert Milich and Dennis Myers.

Chairperson Miller called the meeting to order at 1:00 p.m. and read the Affidavit of Posting.

MINUTES

Moved by Mr. Sorce, seconded by Mr. Ewert to approve the July 30, 2012, Joint Land Conservation and Planning, Conservation, and Parks Committee minutes as presented. Motion carried.

COST SHARE CONTRACT APPROVAL

Moved by Mr. Dornacker, seconded by Mr. Parsons to approve the cost share contract #LWRM-12-02 for Ellis R. & Judith A. Kahn - ERK-JAK, LLC, Section 7, Town of Kewaskum, for Well Decommissioning, in the amount of \$1,400. Motion carried.

COST SHARE CONTRACT PAYMENTS

Mr. Sebo reported Robert A. and Jane M. Falk, Section 11, Town of Trenton, received a cost share contract #DNR-NOD-12-01 payment in the amount of \$226,625 for a waste transfer system, waste water treatment strip, manure storage system, and nutrient management, and Kevin Thull, Section 7, Town of Farmington, received a cost share contract #PWP-DNR-MNB-001 payment in the amount of \$8,178.97 for a waste transfer repair.

REGISTER OF DEEDS 2013 BUDGET REVIEW

Appearance: Register of Deeds Sharon Martin.

Ms. Martin presented the 2013 Register of Deeds budget.

The 2013 Register of Deeds base level budget is \$118,696 credit, and the requested level budget is \$206,300 credit. There are no user fee changes, out-of-state travel, or outlay requests for 2013.

1 Moved by Mr. Sorce, seconded by Mr. White to approve the 2013 Register of Deeds budget with
2 a net levy of \$365,957 credit - Register of Deeds portion, and net levy of \$159,657 - Real
3 Property portion, for a combined net levy of \$206,300 credit, and forward to Administration.
4 Motion carried.

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6 **2013 PLANNING AND PARKS DEPARTMENT BUDGET REVIEW**

7 The 2013 Planning and Parks Department base level budget is \$2,918,837, and the requested
8 level budget is \$2,861,963, which is below the base level budget given by Administration and the
9 Finance Committee.

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11 **LAND AND WATER CONSERVATION DIVISION**

12 County Conservationist Paul Sebo presented the 2013 Land and Water Conservation Division
13 budget. There are no user fee changes or out-of-state travel for 2013.

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15 **GOLF SECTION**

16 Assistant Administrator for Golf and Parks Mike Kactro presented the 2013 Golf Section budget.
17 There are no user fee changes for 2013.

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19 **PARKS SECTION**

20 Assistant Administrator for Golf and Parks Mike Kactro presented the 2013 Parks Section
21 budget. There are no user fee changes or out-of-state travel for 2013.

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23 **LAND USE DIVISION**

24 Land Resources Manager Phil Gaudet presented the 2013 Land Use Division budget. There are
25 no user fee changes, out-of-state travel, or outlay requests for 2013.

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27 **PLANNING DIVISION**

28 Deputy Administrator Debora Sielski presented the 2013 Planning Division budget. There are
29 no user fee changes for 2013.

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31 **GIS DIVISION**

32 GIS Manager Eric Damkot presented the 2013 GIS Division budget. There are no user fee
33 changes or outlay requests for 2013.

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35 The Committee requested clarification on the accounting process of the Washington County Golf
36 Course and delayed action on the Golf Section of the Planning and Parks Department 2013
37 budget until the next meeting. This has no bearing on the Planning and Parks Department 2013
38 budget because the Washington County Golf Course is an enterprise account and is not on the
39 County tax levy.

40
41 The Planning, Conservation, and Parks Committee approved the 2013 Planning and Parks
42 Department outlay and out-of-state travel requests at their July 30, 2012, meeting.

43
44 Moved by Mr. White, seconded by Mr. Sorce to approve the 2013 Planning and Parks
45 Department budget, with the exception of the Golf Section, with a net levy in the amount of
46 \$2,861,963, and forward to Administration. Motion carried.

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DIVISION REPORTS

Golf and Parks Division - Mike Kactro and Cindy Leinss

- Clubhouse and Site Projects
- Golf Course Projects
- Golf Course Staffing
- Golf Course Reservations
- Park Projects
- Park Staffing
- Capital Improvement Plan Projects Update

CAPITAL IMPROVEMENT PLAN ALLOCATION

Discussion on this issue has been deferred until the August 29, 2012, Planning, Conservation and Parks Committee meeting.

NEXT MEETING DATE

The Land Conservation and Planning, Conservation, and Parks Committees will tentatively meet on Wednesday, August 29, 2012, at 1:00 p.m.

ADJOURNMENT

Moved by Mr. Heidtke, seconded by Mr. White to adjourn the Land Conservation Committee and Planning, Conservation, and Parks Committees meeting at 2:47 p.m. Motion carried.

Brenda J. Jaszewski, County Clerk