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**WASHINGTON COUNTY
PLANNING, CONSERVATION, AND PARKS COMMITTEE**

Public Agency Center
West Bend, WI

January 23, 2013
1:25 p.m.

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

Also present: Administrator Paul Mueller, County Conservationist Paul Sebo, Assistant Administrator for Golf and Parks Mike Kactro, Accounting Supervisor Kelly Cisar, Landscape Designer Cindy Leinss, Chairperson Herbert Tennes, and Chief Deputy County Clerk Linda Doro.

Chairperson Miller called the meeting to order at 1:25 p.m. and read the Affidavit of Posting.

UPDATES IN THE REGISTER OF DEEDS

Appearance: Register of Deeds Sharon Martin and Real Property Lister Brian Braithwaite
Ms. Martin gave an overview and answered questions regarding the Register of Deeds annual report that will be presented to the County Board on February 12, 2013.

NON-LAPSE SOCIAL SECURITY REDACTION FUNDS

Moved by Mr. Heidtke, seconded by Mr. White to approve non-lapsing of the balance (approximately \$82,453) of the 2012 Social Security Redaction account in the Register of Deeds budget to 2013. Motion carried.

QUESTIONS ON 2012 PLANNING AND PARKS DEPARTMENT ANNUAL REPORT

Mr. Mueller gave an overview and answered questions regarding the Planning and Parks Department annual report that will be presented to the County Board on February 12, 2013.

CHANGE FEBRUARY MEETING DATE

The Planning, Conservation and Parks Committee will tentatively meet on Wednesday, February 13, 2013, at 1:00 p.m.

CONSIDERATION OF APPROVAL - RESOLUTION FOR OUTDOOR MOTORIZED RECREATION TRAIL AIDES GRANT APPLICATION FOR ALL-TERRAIN VEHICLE TRAILS

Moved by Mr. White, seconded by Mr. Parsons to authorize the Planning and Parks Department to apply for and accept the Public Outdoor Motorized Recreation Trail Aides grant for the Snowmobile program in the amount of approximately \$46,300. Motion carried.

CONSIDERATION OF APPROVAL - RESOLUTION FOR OUTDOOR MOTORIZED RECREATION TRAIL AIDES GRANT APPLICATION FOR COUNTY SNOWMOBILE TRAILS

1 Moved by Mr. White, seconded by Mr. Parsons to authorize the Planning and Parks Department
2 to apply for and accept the Public Outdoor Motorized Recreation Trail Aides grant for the All
3 Terrain Vehicle (ATV) program in the amount of approximately \$660. Motion carried.

4 5 **DIVISION REPORTS**

6 Planning Division - Debora Sielski

- 7 • Aquatic Invasive Species Strategic Plan
- 8 • Farmland Preservation Plan
- 9 • EDWC Toolbox Committee
- 10 • County Comprehensive Plan Amendment No. 1
- 11 • Other Planning Division Activities

12 13 Golf and Parks Division - Mike Kactro and Cindy Leinss

- 14 • Clubhouse and Site Projects
- 15 • Golf Course Projects
- 16 • Golf Course Staffing
- 17 • Golf Course Reservations
- 18 • Park Projects
- 19 • Park Staffing
- 20 • Shelter Reservations
- 21 • Capital Improvement Plan Projects Update

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23 Moved by Mr. White, seconded by Mr. Heidtke to accept the Planning Division and Golf and
24 Parks Division reports. Motion carried.

25 26 **MINUTES**

27 Moved by Mr. Heidtke, seconded by Mr. Ewert to approve the December 19, 2012, Planning,
28 Conservation, and Parks Committee minutes as presented. Motion carried.

29 30 **ADJOURNMENT**

31 Moved by Mr. Schulz, seconded by Mr. White to adjourn the meeting at 2:30 p.m. Motion
32 carried.

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Brenda J. Jaszewski, County Clerk