

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

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

Public Agency Center
West Bend, WI

February 13, 2013
1:31 p.m.

Present: 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, County Engineer/Surveyor Scott Schmidt, Land Resources Manager Phil Gaudet, Landscape Designer Cindy Leinss, Office Manager Joanne Wagner, Accounting Supervisor Kelly Cisar, Supervisor Dennis Myers, and Chief Deputy County Clerk Linda Doro.

Chairperson Miller called the meeting to order at 1:31 p.m. and read the Affidavit of Posting.

CLOSED SESSION

Moved by Mr. Sorce, seconded by Mr. Parsons to convene into closed session at 1:32 p.m. pursuant to §19.85(1)(g), Wis. Stats., for the purposes of conferring with legal counsel regarding potential litigation involving damage to vegetation at the Washington County Golf Course. Motion carried unanimously by roll call vote.

OPEN SESSION

Moved by Mr. White, seconded by Mr. Parsons to return to open session at 2:27 p.m. Motion carried unanimously by roll call vote.

ACTION ON ITEM DISCUSSED IN CLOSED SESSION

None.

The meeting recessed at 2:27 p.m. and reconvened at 2:34 p.m.

ACTION ON PROPOSAL TO USE RETAINED FEES FOR THE PURCHASE OF NEW SURVEY EQUIPMENT

Moved by Mr. Sorce, seconded by Mr. Heidtke to approve the purchase of new survey equipment, from a single source, at a cost not to exceed \$35,000, using undesignated funds from the Retained Fees account, and report back the final cost to the PCPC. Motion carried.

WISCONSIN PARK AND RECREATION ASSOCIATION VIDEO PRESENTATION

The PCPC viewed a video prepared by the Wisconsin Park and Recreation Association promoting the benefits of park, recreational, environmental, and cultural services to our State and communities.

DIVISION REPORTS

Administration Division - Joanne Wagner and Scott Schmidt

- Office Activities Update
- Engineering Assistance Update

1 Land Use Division - Phil Gaudet

- 2 • Permit Activity
- 3 • Federal Emergency Management Agency (FEMA) Map Modernization
- 4 • Private Onsite Wastewater Treatment System (POWTS) Inventory
- 5 • Private Onsite Wastewater Treatment System (POWTS) Software Program
- 6 • Private Onsite Wastewater Treatment System (POWTS) Poster

7
8 Moved by Mr. Ewert, seconded by Mr. Sorce to accept the Administration and Land Use
9 Division reports. Motion carried.

10
11 **MINUTES**

12 Moved by Mr. Sorce, seconded by Mr. Heidtke to approve the January 23, 2013, Planning,
13 Conservation, and Parks Committee minutes as presented. Motion carried.

14
15 **NON-LAPSE GIS SOFTWARE LICENSE UPGRADE FROM REAL PROPERTY**
16 **LISTER 2012 BUDGET**

17 Moved by Mr. Heidtke, seconded by Mr. Parsons to approve non-lapsing \$1,800 from the 2012
18 IS account in the Real Property Lister budget to 2013. Motion carried.

19
20 **NON-LAPSES AND YEAR END TRANSFERS**

21 Moved by Mr. Ewert, seconded by Mr. Heidtke to approve the non-lapse of the 2012 Planning,
22 Conservation and Parks accounts listed below to 2013. Motion carried.

23
24 **NON-LAPSE TO 2013**

<u>Account Name</u>	<u>Amount</u>
Parks-Repair and Maintenance	Balance
Parks-Building Repair	12,800.00
Parks-Repair and Maintenance	15,835.86
Parks-Other Purchased Services	28,701.00
Parks-IS	1,800.00
Planning-IS	1,800.00
Planning-Printing	4,000.00
Planning-Postage	1,500.00
Planning-Outlay	(1,331.76)
Retained Fees-Land Record Fees Expenses	201,119.00
Retained Fees-Internet Record Fees Expenses	80,000
Retained Fees-Land Record Fees	Balance
Retained Fees-Internet Record Fees	Balance
CIP-Parks Painting	199,832.72
CIP-2011 Arboretum	18,498.56
CIP-Spaeth Property	14,307.34
CIP-Yahr Shelter Construction	Balance
CIP-Archery Ranges	50,000.00

25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45 **GENERAL FUND TRANSFER**

46 None.

1 **NEXT MEETING**

2 The Planning, Conservation and Parks Committee will tentatively meet on Tuesday, March 26,
3 2013, at 1:00 p.m.

4
5 **ADJOURNMENT**

6 Moved by Mr. Sorce, seconded by Mr. Parsons to adjourn the meeting at 3:45 p.m. Motion
7 carried.

8
9

10
11

Brenda J. Jaszewski, County Clerk