

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

3
4 Public Agency Center
5 West Bend, WI

March 26, 2014
1:25 p.m.

6
7 Present: Melvin Ewert, Raymond Heidtke, Michael Miller, Michael Parsons, Gerald Schulz, and
8 Peter Sorce. Excused: Todd White.

9
10 Also present: County Board Chairperson Herbert J. Tennies, County Manager Joshua
11 Schoemann, Deputy Administrator Debora Sielski, County Conservationist Paul Sebo, Land
12 Resources Manager Phil Gaudet, Assistant Administrator for Golf and Parks Mike Kactro, GIS
13 Manager Eric Damkot, County Engineer/County Surveyor Scott Schmidt, Accounting
14 Supervisor Kelly Cisar, Office Manager Joanne Wagner, Landscape Designer Cindy Leinss, and
15 County Clerk Assistant Gina Duck.

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

18
19 **REQUEST PERMISSION TO HOST A TRAIL RUNNING CAMP AND TRAIL RACES**
20 **IN THE WASHINGTON COUNTY PARK SYSTEM FOR 2014 SEASON**

21 *Appearance: Patrick Danaher, Co-Owner of Trail Dog Running, LLC*
22

23 Mr. Kactro introduced Mr. Danaher and shared that his working relationship with him on
24 previous athletic events held in the parks has been positive. Mr. Danaher provided information
25 on the running events he would like to host in the parks. There will be no cost to the County,
26 and Trail Dog Running, LLC is to set up, clean up, and promote their events (with inclusion of
27 the County logo), pay to rent County park shelter(s) as necessary, and provide a certificate of
28 liability insurance if requested.

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30 Moved by Mr. Heidtke, seconded by Mr. Sorce to approve Patrick Danaher, Co-Owner of Trail
31 Dog Running, LLC, to host a trail running camp and trail races in the Washington County Park
32 System for the 2014 season and grant the Planning and Parks Department Administrator the
33 approval authority for future trail running camps and trail races for this organization. Motion
34 carried.

35
36 **CONSIDER AMENDMENT(S) TO THE COUNTY'S INTERNET ACCESS PRIVACY**
37 **POLICY**

38 *Appearance: County Attorney Kimberly Nass and Register of Deeds Sharon Martin*

39 Ms. Nass and Mr. Damkot provided a history of development and implementation of the Internet
40 Access Privacy Policy, which was adopted in 2004, amended in 2005, and restricts citizens from
41 searching by name in the County's public records (specifically GIS and Register of Deeds)
42 databases, unless allowed through a contractual arrangement. An individual has requested that
43 the County consider allowing the public to search though public records by name. Ms. Martin
44 shared that the Register of Deeds office currently charges \$500 annually for each of the 18
45 subscribers with a contracted agreement, generating \$9,000 in 2014 revenues for their
46 department. Ms. Nass suggested that the Committee, and/or other deciding parties, be presented

1 with an overview of the types of information/databases that could potentially include a name
2 search feature if the Committee decided to recommend an amendment to the Internet Access
3 Privacy Policy. The Land Information Council played a large role in preparing for and
4 developing the current policy.

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6 Moved by Mr. Sorce, seconded by Mr. Ewert to refer the matter to the Land Information Council
7 to review and study the current Internet Access Privacy Policy, and provide a recommendation
8 back to the Planning, Conservation, and Parks Committee. Motion carried.

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10 **AWARD 2014 PUBLIC LAND SURVEY SYSTEM (PLSS) MONUMENT REPAIR AND**
11 **REHABILITATION PROJECT – PHASE 1 TOWN OF ADDISON**

12 Moved by Mr. Heidtke, seconded by Mr. Schulz to award the bid of M Squared Engineering, in
13 the amount of \$6,396.00, for Phase 1 of the Monument Maintenance and Rehabilitation Project
14 for the Town of Addison. Motion carried.

15
16 **APPROVAL OF CEDAR CREEK FLOODPLAIN CHANGE ORDER**

17 Mr. Schmidt explained that the need for the change order to the Cedar Creek Floodplain Project
18 is due to an occasional shift in water direction of Little Cedar Creek, resulting in flow into the
19 Oconomowoc River Watershed, a small section of which now needs floodplain mapping in order
20 to thoroughly complete this project.

21
22 Moved by Mr. Parsons, seconded by Mr. Sorce to approve a change order for Mach IV
23 Engineering, for a sum not to exceed \$2,200, to perform the necessary tasks to create a detailed
24 floodplain study between Pioneer and Pleasant Hill Roads in the Village of Richfield using funds
25 from the retained fees account as approved for floodplain mapping projects. Motion carried.

26
27 **DIVISION REPORTS**

28 Administration Division – Joanne Wagner and Scott Schmidt

- 29
- Office Activities Update
 - Engineering Assistance Update

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32 Golf and Parks Division – Mike Kactro

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- Clubhouse and Site Projects
 - Golf Course Projects
 - Golf Course Staffing
 - Golf Course Reservations
 - Park Projects
 - Park Staffing
 - Shelter Reservations

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41 Park Projects Update – Cindy Leinss

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- Capital Improvement Plan
 - Other Park Work
 - Snowmobile

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46 Planning Division – Debora Sielski

- 1 • Administrative Activities
- 2 • County Comprehensive Plan
- 3 • Farmland Preservation Plan
- 4 • US EPA Brownfield Assessment Grant
- 5 • Other Activities

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7 Moved by Mr. Sorce, seconded by Mr. Schulz to accept the Administration, Golf and Parks,
8 Parks Projects, and Planning Division reports. Motion carried.

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10 **REVIEW OF MARCH 24, 2014 PUBLIC HEARING COMMENTS AND STAFF**
11 **RECOMMENDATIONS**

12 Ms. Sielski shared that no public comments were received at the public hearing.

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14 **CONSIDERATION OF APPROVAL – RESOLUTION REQUEST TO FORWARD**
15 **“AMENDMENT 2014-1 OF A MULTI-JURISDICTIONAL COMPREHENSIVE PLAN**
16 **FOR WASHINGTON COUNTY: 2035” TO THE COUNTY BOARD FOR**
17 **CONSIDERATION**

18 Moved by Mr. Sorce, seconded by Mr. Ewert to approve the resolution regarding “Amendment
19 2014-1 of *A Multi-Jurisdictional Comprehensive Plan for Washington County: 2035*” and
20 forward to the County Board. Motion carried, with Mr. Miller voting no.

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22 **CONSIDERATION OF APPROVAL – ORDINANCE REQUEST TO FORWARD “AN**
23 **ORDINANCE TO AMEND SECTION 21.09 OF THE CODE; RELATING TO:**
24 **AMENDMENT 2014-1 OF A MULTI-JURISDICTIONAL COMPREHENSIVE PLAN**
25 **FOR WASHINGTON COUNTY: 2035” TO THE COUNTY BOARD FOR**
26 **CONSIDERATION**

27 Moved by Mr. Parsons, seconded by Mr. Heidtke to approve the ordinance amendment to section
28 21.09 of the County Code regarding: Amendment 2014-1 of *A Multi-Jurisdictional*
29 *Comprehensive Plan for Washington County: 2035*”, and forward to the County Board. Motion
30 carried, with Mr. Miller voting no.

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32 **CONSIDERATION OF ORDINANCE AMENDMENTS TO CHAPTERS 17 AND 24 OF**
33 **THE COUNTY CODE REGARDING CONSISTENCY WITH A MULTI-**
34 **JURISDICTIONAL COMPREHENSIVE PLAN FOR WASHINGTON COUNTY: 2035.**

35 Moved by Mr. Ewert, seconded by Mr. Parsons to approve the Ordinance amendment to Chapter
36 17 and Chapter 24 of the County Code, regarding consistency with *A Multi-Jurisdictional*
37 *Comprehensive Plan for Washington County: 2035*, and forward to the County Board. Motion
38 carried, with Mr. Miller voting no.

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40 **MINUTES**

41 Moved by Mr. Parsons, seconded by Mr. Sorce to approve the February 26, 2014 minutes, as
42 presented. Motion carried.

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44 **DISCUSSION OF UPCOMING MEETINGS**

1 Mr. Schoemann stated that the Committee will be asked to meet in closed session on the morning
2 of Thursday, April 3, 2014 to consider the final candidates for the Planning and Parks
3 Department Administrator position. The next regular meeting will be held in late May, 2014.

4

5 **NEXT MEETING DATE**

6 The Land Conservation and Planning, Conservation, and Parks Committees will tentatively meet
7 on the morning of Thursday, April 3, 2014, at a time to be announced on the meeting agenda.

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9 **ADJOURNMENT**

10 Moved by Mr. Heidtke, seconded by Mr. Sorce to adjourn the Planning, Conservation and Parks
11 Committee meeting at 2:43 p.m. Motion carried.

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Brenda J. Jaszewski, County Clerk