

**Walworth County Health and Human Services Committee
and
Children with Disabilities Education Board
MINUTES**

June 22, 2011 Meeting – 2:00 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chairman Grant at 2:05 p.m.

Roll call – Health and Human Services Board members present included Supervisors Grant, Hawkins, Ingersoll, Schaefer and Redenius; and Citizen Members Pious, Wagie-Troemel and Seegers. A quorum was declared.

Children with Disabilities Education Board members present included Supervisors Weber, Ingersoll, Schaefer and Hawkins. A quorum was declared.

Others present – Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director of Health and Human Services; Ety Wilberding, Health and Human Services; Juliet Young, Health and Human Services; Tracy Moate, Lakeland School; Nicole Andersen, Deputy Counsel Administrator – Finance; David Bretl, County Administrator

Public in attendance – There were no members of the public in attendance.

There were no agenda withdrawals. **Motion and second made by Supervisor Weber and Citizen Representative Wagie-Troemel to approve the agenda. Motion carried 9-0.**

The Health and Human Services and Children with Disabilities Education Board minutes from the November 17, 2010 meeting was approved. **Motion and second made by Supervisors Hawkins/Weber to approve the minutes. Motion carried 8-0.**

Public comment – There was no public comment.

Old Business –

Coordinated Client Care – Health and Human Services and Lakeland School want to work together to explore early interventions to prevent costly residential placements. Ms. Moate noted the rise in Autism diagnoses. Since Autistic behaviors can be difficult to manager this diagnoses has the highest rate of residential placement needs. If it does not address an educational need Lakeland School is not able to help and these families are referred to Health and Human Services.

Supervisor Grant asked where current residential clients are placed that there is such a high expense. One is at Oconomowoc, two are at Lakeview which is a level five foster home.

Supervisor Weber asked about alternatives. Ms. Wilberding stated that the goal is to be proactive before families get to the point of needing a residential placement. Supervisor Weber asked what the proactive alternatives. Ms. Wilberding stated that there were recommendations at the end of the enclosure but this list was no inclusive. Both departments are looking into a behavior analyst position that would be a liaison between both departments. The position would be housed at Health and Human Services due to the fact that services can be billed to Medical Assistance to help recoup the cost.

Ms. Moate stated that plans developed by Lakeland School staff don't always translate into the home environment and creates awkward situations. It is hoped that this liaison position can help with these situations. Ms. Aldred added this would provide consistency for the child.

Supervisor Weber asked if the services of the liaison would be to the parent or the child. Ms. Aldred stated that it would be services for the whole family.

Supervisor Ingersoll asked if children that do not have an Autism diagnoses would receive services. Ms. Moate explained that any family in crisis would receive services. Statistically most of the families that request services have children with Autism.

Citizen Representative Wagie-Troemel asked if this would be part of the Wisconsin Early Autism Program (WEAP). Ms. Wilberding stated that both WEAP and Child Long Term-Care Services (CLTS) would be providers under Lutheran Social Services (LSS).

Citizen Representative Wagie-Troemel asked if there would be a joint effort by both departments in identifying kids in need of services. Ms. Aldred believes this is would be the job of the liaison. Ms. Wilberding stated it is hard to identify mental health issues at the early age but that the state is becoming more involved with helping identify.

Citizen Representative Pious stated that a family member is doing better due to collaboration of services.

Supervisor Weber asked about funding for this position. Ms. Moate stated that Lakeland School cannot receive reimbursement directly but it can as a purchased services. Ms. Aldred stated that the liaison would be comparable to a HS Specialist III which costs \$87,000 with full benefits and that \$56,000 could be received through reimbursement.

Supervisor Weber asked about when school is not in session in the summer months. Ms. Moate stated services can be delivered if there is a plan on file.

Supervisor Weber gave a scenario of family in crisis. Ms. Wilberding stated that if a child is in crisis and has applied for services and qualifies and there is funding possible. If the behavior can be addressed in a proactive way there is funding for to put them in typical activities such as camp or babysitting services. Ms. Moate added that the model focuses on getting to them before families are in crisis.

Citizen Representative Wagie-Troemel asked if this program would be ready by this fall. Ms. Seemeyer stated it is being proposed in the 2012 budget. Ms. Moate added that early intervention has already started.

Supervisor Grant asked for clarification on the behavior analyst position. Ms. Seemeyer stated that Health and Human Services needs to budget for this new position in the upcoming budget.

Supervisor Ingersoll asked for clarification on which department will be responsible for the position. Ms. Seemeyer stated that the analyst will be a staff person of Health and Human Services and that a Memorandum of Understanding would be written between Health and Human Services and Lakeland School.

Supervisor Ingersoll asked if Lakeland School was comfortable referring families to Health and Human Services. Ms. Moate stated there needs to be groundwork set for this transition.

Supervisor Ingersoll suggested intertwining Health and Human Services Birth to Three program with Lakeland School and then back to Health and Human Services when the children are older. Citizen Representative Wagie-Troemel suggested Health and Human Services have a booth at the Lakeland School fair.

Supervisor Weber stated that parents needed a dual focus. Ms. Seemeyer acknowledged that is an obstacle and this is a start to making the situation better.

Adjournment – On motion and second by Supervisors Weber/Hawkins, Chair Grant adjourned the Health and Human Services meeting at approximately 2:42 p.m.

Motion carried 9-0.

Submitted by Juliet Young, Recorder. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

Walworth County Health and Human Services Committee
MINUTES

June 22, 2011 Meeting – 1:15 p.m.

Walworth County Board Room
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chairman Grant at 1:14 p.m.

Roll call – Committee members present included Supervisors Grant, Ingersoll, Hawkins, Schaefer and Redenius; and Citizen Members Pious, Wagie-Troemel and Seegers. A quorum was declared.

Others present – Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director of Health and Human Services; Juliet Young, Health and Human Services; Carlo Nevicosi, Manager at Health and Human Services; Ety Wilberding, Manager at Health and Human Services; Jaimere Love, Health and Human Services Intern; David Bretl, County Administrator; Supervisor David Weber; Tracy Moate, Lakeland School

Public in attendance – There were no members of the public in attendance.

There were no agenda withdrawals. Chairperson Grant asked that agenda item 20 a) Drug/OWI Court Update be moved up to occur just after the public comment period.

Motion and second made by Supervisor Schaefer/Ingersoll to approve the agenda as amended. Motion carried 8–0.

The Health and Human Services minutes from the April 27, 2011 meeting was approved.

Motion and second made by Supervisor Hawkins and Citizen Representative Wagie-Troemel to approve the minutes. Motion carried 8-0.

Public comment – There were no comments from the public.

Unfinished business –

State Budget/Income Maintenance Update – Ms. Seemeyer gave an update on the Economic Support portion of the Governor’s budget. The Governor’s budget was amended with a more favorable solution for Economic Support services. There will be a meeting on July 7th in Stevens Point where more information will be provided on this proposed model.

Crisis Data/Respite Update – Ms. Aldred gave a Powerpoint presentation on the changes made by the department have improved the overall financial and client statistics in regards to Crisis Intervention and respite care. Ms. Seemeyer added that suicide rates have not increased as a result of these changes.

Truancy Abatement Pilot Project Update – Ms. Aldred briefed the Board on the kick off of this event. There was an ex-gang member that spoke at an assembly at Delavan-Darien.

Supervisor Grant asked if the Board would receive a progress report on this project. Ms. Aldred stated that Health and Human Services will be collecting statistical data over the next school year and it will be presented to the Board.

Citizen Representative Seegers asked how students were identified for the assembly. Ms. Aldred stated that all students were invited and that students that develop a truancy recorded will be addressed.

Citizen Representative Wagie-Troemel asked if the program would be expanded to other schools. Ms. Aldred stated that Delavan-Darien had the best initial response and feels other schools will join when the pilot program proves to be successful.

New Business –

Drug/OWI Court Update – Mr. Nevicosi gave a brief explanation of the Operating While Intoxicated (OWI) court. The focus will be on treatment along with punishment. This will be similar to the current CATE program in Walworth County except the Department of Corrections will fund the program rather than participants paying for themselves. There is significant reduction in repeat offenders when treatment is introduced. Health and Human Services would likely contract with the Department of Corrections for this service. While there will be an increase in the number of participants in the program, Mr. Nevicosi stated that current staff would be able to absorb the increase.

Supervisor Grant asked if first time offenders go to OWI court? Mr. Nevicosi stated that they probably would not be assigned to OWI court after the first or even second OWI charge. There are other treatment options for these offenders.

Citizen Representative Seegers asked if OWI court participants need to be Walworth County residents. Mr. Nevicosi said it would be ideal if they were residents but that there would be exceptions.

Ms. Seemeyer stated this issue needs to be address as Walworth County is first in the State of Wisconsin with DUI and OWI convictions with over 800 in the past year and over 200 were repeat offenders.

Citizen Representative Seegers asked why Walworth County is so high in DUI and OWI convictions. Mr. Nevicosi stated that local law enforcement takes this crime very seriously.

Supervisor Grant asked if a second offense is considered a traffic offense. Mr. Nevicosi stated that is considered a municipal offense.

Supervisor Schaefer asked how if the statistic was per capita. Mr. Nevicosi stated that per capita Walworth County has the highest rate of DUI and OWI convictions. Supervisor

Grant noted that the University of Wisconsin-Whitewater is a part of the statistic. Ms. Seemeyer also added that the lack of public transportation also contributes to the high number.

Citizen Representative Wagie-Troemel stated that she supports this program and wondered if the District Attorney (DA) was supportive of this change. Mr. Nevicosi stated that the DA's office was part of the conference and they have some reservations. The details of this new court are still being worked on.

Supervisor Grant asked if this was in part of helping with the jail system. Mr. Nevicosi stated this will help with the overcrowding problem.

Quality Service Review – Ms. Wilberding gave a brief overview of the upcoming Quality Service Review (QSR) that the state will be conducting at Health and Human Services in August. This is a federal government requirement for Children's Services. Walworth County was part of a similar review back in 2008. This year the review will focus on Access phone calls, initial assessment and ongoing case management. The QSR will conduct focus groups and come back with recommendations and results.

Reports - There were no reports.

Correspondence –

Communication from Northwest Long Term Care District Board of Directors – Resolution Opposing the Family Care Program Enrollment and Expansion Cap in the Governor's Budget – Ms. Seemeyer stated this item was already decided in the Governor's budget.

Motion and second made by Supervisor Hawkins and Citizen Representative Wagie-Troemel to place on file. Motion carried 8-0.

Ozaukee County Resolution No. 11-13 – In Support of the Wisconsin Counties Association (WCA) Income Maintenance Model – Ms. Seemeyer stated this item was already decided in the Governor's budget.

Motion and second made by Supervisor Hawkins and Citizen Representative Wagie-Troemel to place on file. Motion carried 8-0.

Announcements –

Announcements – Ms. Seemeyer introduced Jaimere Love who is completing an internship at Health and Human Services in the Children's Services unit.

Supervisor Grant asked how much was raised at the recent Walworth County Alliance for Children golf outing. Citizen Representative Wagie-Troemel said over \$29,000 was raised so far.

Next Meeting Date – The next meeting is scheduled for July 20, 2011 at tentatively 1:15 p.m. following the Lakeland Health Care Board of Trustees meeting.

Adjournment – On motion and second by Citizen Representative Wagie-Troemel and Supervisor Hawkins, Chair Grant adjourned the Health and Human Services meeting at approximately 2:01 p.m. Motion carried 8-0.

Submitted by Juliet Young, Recorder. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

Walworth County Lakeland Health Care Center Board of Trustees
MINUTES

June 22, 2011 Meeting – 1:00 p.m.

Walworth County Meeting Room 111
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chairman Grant at 1:00 p.m.

Roll call – Committee members present included Chairman Grant, Supervisors Ingersoll, Hawkins, Schaefer and Redenius. A quorum was declared.

Others present – Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director of Health and Human Services; Juliet Young, Health and Human Services; Bernadette Janiszewski, Lakeland Health Care Center Administrator, Sandy Wagie-Troemel, Citizen Representative Health and Human Services; Dr. James Seegers, Citizen Representative Health and Human Services; Ella Eva Pious, Citizen Representative Health and Human Services; Carlo Nevicosi, Manager at Health and Human Services; Ety Wilberding, Manager at Health and Human Services; Jaimere Love, Health and Human Services Intern; David Bretl, County Administrator

Public in attendance – There were no members of the public in attendance.

There were no agenda withdrawals. **Supervisor(s) Schaefer/Hawkins moved to approve the agenda. Motion carried 5–0.**

The Lakeland Health Care Center Board of Trustees committee minutes of the April 27, 2011 meeting were approved. **Motion and second made by Supervisor(s) Schaefer/Hawkins to approve the minutes. Motion carried 5–0.**

Public Comment – There were no comments from the public.

Unfinished Business –

Legal Opinion: Liability v. Workers Compensation Claim – Employee Parking Lot Fall – Per the request of County Chairperson Russell, Ms. Janiszewski asked Corporation Counsel to provide a legal opinion on regarding falls by employees in the parking lot. Ms. Janiszewski briefed the Board on Mr. Cotter’s opinion that even though the employee is not “clocked in” per Wisconsin statutes it qualifies as a workers compensation claim.

New Business – There were no items of new business.

Reports –

Nursing Home Self Reporting Requirements - Ms. Janiszewski explained how the state processes nursing home self reports. In both instances of claims submitted the Lakeland Health Care Center was found to be deficiency free.

Supervisor Grant asked if there were any problems with either of the incidents? Ms. Janiszewski stated there were none. A lot has to do with how the claim is made, for a example something is missing versus stole.

LHCC Administrator's Report and Financial Update – Ms. Janiszewski reported that the LHCC is on track with regard to budget. Ms. Janiszewski noted that there were no workers compensation claims filed. She also handed out a sheet with a few bullet points outlining some of the changes due to the 2011-2013 state biennium budget. Ms. Seemeyer also briefed the Board on the how the Economic Support and Medical Assistance changes will affect Lakeland Health Care Center admissions.

Included on the handout were some points regarding the concealed weapon law. Lakeland Health Care Center will post signs prohibiting the carrying of a concealed weapon in the facility.

Supervisor Hawkins asked if this was for both residents and employees. Ms. Janiszewski stated that ban prohibits everyone but it cannot stop anyone from keeping the concealed weapon in their vehicle.

Supervisor Ingersoll asked if there was a guard on duty. Ms. Janiszewski stated they do not have a guard.

Supervisor Schaefer asked how many county run nursing homes are in the State of Wisconsin. Ms. Janiszewski was not sure of the number, but stated that the annual supplemental payment was not divided equally among the nursing homes but rather based on a formula.

Supervisor Schaefer asked reimbursement on Medicaid beds. Ms. Janiszewski stated it is a daily rate of approximately \$30.

Supervisor Schaefer asked about how much the Lakeland Health Care Center will receive in subsidized housing. Ms. Janiszewski stated it is \$3.6 million in 2011.

Correspondence – There were no correspondences.

Announcements –

Upcoming Events – Ms. Janiszewski notified the Board of the upcoming events at Lakeland Health Care Center.

Supervisor Grant asked the fundraiser luncheon. Ms. Janiszewski stated this is a regular event in which food is sold to people outside the Center with the proceeds going towards the resident fund. Ms. Janiszewski also stated that the dining in idea presented by the Lakeland Health Care Center Food Services Manager, Mr. Digieso, has been a huge hit with the residents.

Next Meeting Date – The next meeting is tentatively scheduled for July 20, 2011 at 1:00 p.m.

Adjournment – **On motion and second by Supervisor(s) Hawkins/Schaefer, Chair Grant adjourned the meeting at approximately 1:12 PM. Motion carried 5-0.**

Submitted by Juliet Young, Recorder. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

DRAFT

Walworth County Land Conservation Committee

MINUTES

Monday, June 20, 2011 at 1:00 p.m.

Walworth County Board Room 114
Elkhorn, WI 53121

The meeting was called to order by LCC Chair Kilkenny at 1:00 p.m.

Roll call - Committee members present included: Supervisors Kilkenny, Hawkins, Grant, and Citizen Member Burwell. USDA/FSA Representative Sue Bellman was absent. A quorum was declared.

County staff present – David Bretl, County Administrator; Michael Cotter, Director of Land Use & Resource Management (LURM); Louise Olson, Deputy Director, LURM; Fay Amerson, Urban Manager, LURM; Neal Frauenfelder, Sr. Planner, LURM; and Joann Douglas, Recording Secretary.

Also in attendance – Nancy Russell, Walworth County Board Chair; Carl Redenius, Supervisor; and Maggie Zoellner, Kettle Moraine Land Trust

Approval of Agenda – **Supervisors Hawkins and Grant moved and seconded approval of the agenda. Motion carried 4-0.**

Approval of Minutes from May 16, 2011 LCC Meeting – **Citizen Member Burwell and Supervisor Grant moved and seconded approval of the minutes. Motion carried 4-0**

Public Comment – none

Farmland Preservation Town of Bloomfield Plan Map Amendments Request - Neal Frauenfelder reiterated that the LCC had directed them to only honor removal of Bloomfield parcels that correlate and are consistent with the Walworth County Comprehensive Land Use Plan (Comp Plan) and the Bloomfield Comprehensive Land Use Plan, which comprised about 90% of the town's request. The balance of the request included small parcels where the 50% rule could apply and one of two parcels owned by Fairwind Farms. On June 6 a rezone petition from Fairwind Farms was received on the parcel which is 95% in the floodplain. **Supervisor Hawkins and Grant moved and seconded to adopt the modified map which removes the small parcels that have more than 50% in a non-farmland category and the Fairwind Farms parcel that has a rezone petition pending and incorporate the modified map in the Farmland Preservation Plan Revision. Motion carried 4-0.**

Farmland Preservation Plan Revision Plan Adoption – **Supervisors Grant and Hawkins moved and seconded to tentatively adopt the Farmland Preservation Plan Revision with the above modifications, and directed Louise Olson to mail it to DATCP with a certification of application for review after sending to Corporation Council for signature. Motion carried 4-0.**

Langlade County Resolution #36-211 – Oppose the Provisions of AB 40 that call for elimination of PACE and Farmland Protection Conversion Fees - **Citizen Member Burwell and Supervisor Hawkins moved and seconded placing the resolution on file. Motion carried 4-0.**

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Resignation of Roy Lightfield as county representative to the Honey Lake Management District – Michael Cotter said neither the LCC members nor the County Board of Supervisors expressed interest in becoming a representative. It will now be opened up to the public and will be brought back to the LCC in July for informational purposes.

Next Meeting Date – Monday, July 18, 2011 at 1:30 p.m.

Adjournment – **On motion and second by Supervisor Hawkins and Citizen Member Burwell, Chair Kilkenny adjourned the meeting at 1:15 p.m. Motion carried 4-0.**

Submitted by Joeann Douglas, Recording Secretary. Minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

County Zoning Agency
MINUTES
June 16, 2011 – 5:30 p.m.
100 West Walworth Street
Elkhorn, Wisconsin

Chairman Rick Stacey called the meeting to order at 5:30 p.m.

Roll call – Committee members present were Chairman Rick Stacey, Vice-Chair Dave Weber, Supervisors Rich Brandl, Carl Redenius and Russ Wardle. Citizen members Richard Kuhnke, Sr. and Jim Van Dreser were absent, excused. A quorum was present.

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, Planner Matt Weidensee and Senior Zoning Officer Deb Grube.

A “sign-in” sheet listing attendees on June 16, 2011, is kept on file as a matter of record.

Details of the June 16, 2011, meeting are on a recorded disc which is on file and available to the public upon request.

Rich Brandl motioned to approve the agenda as printed. Second by Dave Weber. Motion carried. 5-favor 0-opposed.

Dave Weber motioned to approve the May 19, 2011, Minutes. Second by Rich Brandl. Motion carried. 5-favor 0-opposed.

Subdivision Items – Old Business - None

Subdivision Items – New Business – None

Old Business - None

New Business – Discussion Items

Zoning Enforcement / Disc Count #5:34:54 – 5:36:28

Supervisor Redenius had questions regarding three items on the zoning enforcement handout.

Discussion / possible action regarding setbacks to buildings used to house animals and a possible ordinance amendment / Disc Count #5:36:30 – 5:47:58

Attorney Robert C. Leibsle of Godfrey, Leibsle, Blackburn & Howarth, S.C. had submitted a letter to Walworth County requesting the County Zoning Agency and the Walworth County Board consider a proposed amendment to the County Zoning and Shoreland Zoning Ordinances regarding setbacks for structures used for the housing of animals.

Dave Weber motioned to request Attorney Leibsle to speak. Second by Russ Wardle. Motion carried. 4-favor 1-opposed (Supervisor Redenius)

Attorney Leibsle briefly addressed the amendments proposed regarding setbacks for structures used for the housing of animals.

Dave Weber motioned to move this proposed amendment on to a public hearing. Second by Russ Wardle.

Dave Weber amended his motion to table to 60 days to ask the Towns be polled for input before forwarding the item to a public hearing. Russ Wardle amended his second to reflect same. Motion carried. 5-favor 0-opposed

New Business – Public Hearing

Ordinance Amendments

Discussion / possible decision - Amendment to Section(s) 74-28 and 74-131 of the Zoning Ordinance and Section(s) 74-153 and 74-263 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances relative to Corridor / Ground Water Recharge Areas / Disc Count #5:47:59 – 6:00:22

Deb Grube, Senior Zoning Officer, Land Use & Resource Management Department noted the public hearing was to amend the ordinance to add references to the environmental corridor, to add a reference to the regional water supply plan provided by the Southeastern Wisconsin Regional Planning Commission and to incorporate into the ordinance three definitions taken out of the County Land Use Plan. Deb Grube stated Nancy Russell wished to go on record as being in support as Supervisor Russell was unable to attend this public hearing.

This proposed ordinance amendment will be voted on at the July 21, 2011, County Zoning Agency meeting.

Discussion / possible decision - Amendment to Section(s) 74-53, 74-55, 74-56, 74-64, 74-65, 74-66, 74-74 of the Zoning Ordinance and Section(s) 74-180, 74-182, 74-183, 74-191, 74-192, 74-193, 74-203 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances relative to Shared Parking / Disc Count #6:00:23 – 6:04:15

Deb Grube, Senior Zoning Officer, Land Use & Resource Management Department spoke. The proposed amendment was initiated by the County Zoning Agency to relax the parking standards.

This proposed ordinance amendment will be voted on at the July 21, 2011, County Zoning Agency meeting.

Discussion / possible decision - Amendment to Section 74-38 of the Zoning Ordinance and Section 74-163 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances relative to accessory structure size Disc Count #6:04:16 – 6:06:37

Deb Grube, Senior Zoning Officer, Land Use & Resource Management Department spoke. The proposed ordinance amendment was initiated by the County Zoning Agency with the intent of increasing the size of accessory structures permitted on a parcel.

This proposed ordinance amendment will be voted on at the July 21, 2011, County Zoning Agency meeting.

Rezone and Conditional Use / Hold Your Horses LLC c/o Lakeland Animal Shelter, Town of Delavan / Disc Count #6:06:38 – 6:19:57

Rezone approximately 13.31 acres from A-1, R-1 and M-1 to A-4 / Conditional Use for expansion of the Lakeland Animal Shelter.

The Land Use & Resource Management Department received written notice from the town indicating the town planning commission has unanimously approved the conditional use and received permission from the town to proceed with the County hearing and decision based upon the town planning commission recommendation. This item is on the town board agenda next week.

Pete Gordon, surveyor with Farris, Hansen & Associates, Inc., spoke on behalf of the applicant.

Dave Weber motioned to approve the rezone and conditional use requests with conditions. Second by Rich Brandl. Motion carried. 5-favor 0-opposed.

This request will go before the County Board on July 12, 2011, for possible action.

NAME: HOLD YOUR HORSES LLC

TOWN: DELAVAN

A conditional use permit for expansion of the Lakeland Animal Shelter on approximately 18.02 acres of land zoned A-4 Agricultural Related Manufacturing, Warehousing and Marketing Districts.

The parcel is described as follows:

Tax Parcel #F D 2400001 / F D 2400001E

The request has been APPROVED subject to the following conditions:

General:

1. Approved as per plan submitted as the Lakeland Animal Shelter with supervised dog exercise area, dog and cat grooming, veterinary services, intake and care of large animals (horses, goats, pigs) and exotic animals (reptiles, birds, pocket pets), adoption of large animals (horses, goats pigs), professional dog training classes,

euthanasia of domestic animals, a humane education center for children and adults, trained temperament assessment of owned dogs and secure night drop off inside the facility for police departments with stray animals as presented with all additional conditions.

2. The site must meet all applicable Federal, State, County and local regulations.
3. The applicant must obtain all required zoning permit approvals including a sign permit and sanitary approvals prior to any construction on site.
4. Hours of operation shall be allowed between 7:00 a.m. to 7:00 p.m. On site animal care shall be allowed on a 24 hour basis during emergencies.
5. No business activities other than specified in the plan of operations may be conducted from the facilities.
6. All waste and medical disposal must meet with Local, State and federal regulations.
7. The applicant must obtain a Land Disturbance, Erosion Control & Stormwater approval from Land Conservation Office prior to construction. All stormwater amenities and areas shall be identified as common areas to be maintained by the Condominium Association. All grading must be conducted consistent with the approved Land Disturbance Erosion Control and Stormwater Management plan. All topsoil generated from the site must be evenly distributed back onto the site on the areas from which it was removed or in areas in need of the topsoil. The quantity of topsoil generated from one lot may not be located on another lot within the development at the expense of the lot from which the topsoil was generated. No materials may be removed from the site.
8. The applicant shall submit an outdoor lighting plan for review and approval prior to construction. All lighting shall be shielded and directed on site.
9. All cars shall be parked in the marked spaces as identified on the approved plan of operations. Use capacity of the site shall be restricted by the cars capable of being parked in the marked spaces as identified on the plan. Parking must meet with requirements of the county zoning ordinance. All parking must be setback 25 feet from the roadway. The off street parking area shall be graded and surfaced so as to be dust free and properly drained. All parking areas shall be clearly marked. All parking must be in compliance with County requirements within 60 days of this approval.
10. The project site must be kept neat, clean, and mowed.

11. The property owner shall obtain adequate liability insurance and keep the insurance current during the life of this conditional use.
12. Access approval must be granted by the State Department of Transportation prior to installation.
13. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
14. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

15. The outside animals exercise areas between the building wings shall be supervised. Animals shall be accompanied by the animal owner, caretaker (if seeking adoption of the animal) or staff from the shelter at all times when outside. All animals shall be on a leash or halter at all times when outside. Animals shall not be allowed outdoor housing.
16. Night drop off for stray animals by the police department shall be secure and indoors.
17. No additional structures shall be added to the plan without obtaining County conditional use approval.
18. The old animal shelter building and lean too shall be required to meet the 100 foot setback to neighboring properties prior to being used to house animals other than household pets.
19. The animal shelter capacity shall be limited to a maximum of 10 large animals (horses, cows, sheep and goats), 450 cats, and 200 dogs or the maximum number of dogs allowed by the septic system as per the Town.
20. All dumpsters will be covered and located at the rear of the building as per the Town.

21. A developer's agreement shall be required as per the Town.
22. The septic system shall be subject to the Town's final engineering review and approval.
23. A maintenance contract for the septic system shall be required as per the Town.
24. When the Sanitary Sewer is located within 500 feet, connection to the sanitary sewer system will be required within 2 years as per the Town.
25. Exterior lighting shall meet the Yerkes Observatory standards as per the Town.
26. A landscaping plan will need final Town approval.
27. A dry hydrant will be installed as specified by the Fire Department as per the Town.
28. A crematorium shall be prohibited as per the Town.
29. Any special events scheduled hours must end by 10:00 p.m. as per the Town.
30. Any conceptual plan items will need conditional use permit amendment before approval and the plan will conform to the rezone and conditional use concept map dated 5-4-11 as per the Town.
31. The property owner shall comply with all requirements of the Preliminary Storm Water Review Letter issued by the Walworth County Land Conservation Division.

Rezone / Various owners, Town of Bloomfield, Rezone portions of Nippersink Park from B-5 to R-1 / Disc Count #6:19:58 – 6:28:08

Attorney Nathan Jurowski with Wassel, Harvey & Schuk spoke on behalf of the Town of Bloomfield.

Rich Brandl motioned to approve the rezone request. Second by Russ Wardle. Motion carried. 5-favor 0-opposed.

This request will go before the County Board on July 12, 2011, for possible action.

Conditional Use / Renee R. Taylor, Town of Geneva / Disc Count #6:28:09 – 6:33:18

Conditional Use for a commercial horse stable with horse shows as a farm family business.

There was a letter of support from the Town of Geneva.
Renee Taylor spoke on her own behalf.

Russ Wardle motioned to approve the conditional use request. Second by Dave Weber. Motion carried. 5-favor 0-opposed.

NAME: GARY KIELHOFNER & RENEE TAYLOR

TOWN: GENEVA

A conditional use permit for a commercial horse stable with horse shows. The site will be used for a commercial stable for boarding horses, riding lessons, clinics and horse shows/competitions in the arena. Horses would be bought and sold by the owner on site. There would be a maximum of two employees beyond the farm family residents. A maximum of 12 horses, including the owners would be kept on site. Six horses would be stall boarded and six would be pasture boarded.

The parcel is described as follows:

Tax Parcel #J G 1200001C

The request has been APPROVED subject to the following conditions:

General:

1. Approved as per plan submitted as a farm family business for commercial horse stable and limited horse shows with all additional conditions.
2. Retail sales shall be allowed on site to customers of the horse operation only. The tack shop will not promote off street traffic sales.
3. Any changes in the proposed use of the property will require additional County approvals.
4. The site must meet all applicable Federal, State, County and local regulations.
5. Applicant must obtain approval of a nutrient management plan from the County Land Conservation Office. The applicant must comply with all recommendations of the approved nutrient management plan.
6. The sign to be located on site shall be consistent with the County zoning ordinance.

7. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
8. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

9. Hours of operation March through September (spring and summer) shall be from 7:00 a.m. till 8:00 p.m. and 8:00 a.m. to 6:00 p.m. the remainder of the year (fall and winter) as per the Town. On site horse care shall be allowed on a 24-hour basis during emergencies.
10. The farm family business commercial stable shall board a maximum of 12 horses on site including the owner's horses.
11. There shall be no more than two employees who are non-farm family members on site. Volunteers, judges and or interns shall count as employees.
12. The capacity of the horse shows/clinics/competitions shall be no more than 20 people as per the Town with a total of 26 horses on site including the owner's horses.
13. Parking must be made available on site during the horse show/clinic/competition events. The total number of vehicles allowed on site during events shall be 10 and they shall park in a designated area next to the barn as per the Town.
14. Horse shows/clinics/competitions shall be limited to 6 per year as per the Town. The property owner shall keep a log documenting the time, date and number of shows held each year. The log shall be made available to the Town and County upon request. Practice shows, clinics or competitions shall count towards the 6 per year cap as an event. All shows, clinics or competitions shall occur in the existing farm structures.
15. No camping or overnight stays in horse trailers shall be allowed on site.

16. Sanitation facilities shall be provided on site during the special events meeting the requirements of the County Sanitation Ordinance.
17. No outdoor amplification (sound) systems shall be allowed on site as per the Town.

Conditional Use / Alejandro & Jill Vigueras, Tax Parcel #GA264600001 / Town of Sugar Creek / Disc Count #6:33:19 – 6:40:32

Conditional Use request for a landscaping business with limited retail sales and a caretaker's residence.

There was a letter of support from the Town of Sugar Creek.

Jill Vigueras appeared on her own behalf.

Dave Weber motioned to approve the conditional use request. Second by Rich Brandl. Motion carried. 5-favor 0-opposed

NAME: ALEJANDRO & JILL VIGUERAS

TOWN: SUGAR CREEK

A conditional use permit for us of the existing barn and home for a landscaping business with a caretaker's residence subject to a site plan for outside storage of materials and a small area for retail sales of plants and materials.

The parcel is described as follows:

Tax Parcel #GA264600001

The request has been APPROVED subject to the following conditions:

General:

1. Approved per plans submitted for a landscaping business contractor storage yard and caretaker's residence with limited retail sales area with all additional conditions.
2. All storage areas, materials and equipment shall be located as defined on the plan of operations.
3. The site shall meet all applicable Federal, State, County and local regulations.
4. Any sign on site must meet the County Ordinance requirements.

5. No filling shall occur on site without proper permit approvals.
6. Outside lighting shall be shielded and directed on site.
7. The project site must be kept neat, clean, and mowed.
8. Access approval must be obtained from the Town Highway Department.
9. The applicant must obtain a Land Disturbance, Erosion Control & Stormwater approval from Land Conservation Office prior to construction if required by Section 26 of the Walworth County Code of Ordinances. The construction activities of this development must comply with the Walworth County Land Disturbance, Erosion Control and Stormwater Management standards contained in Section 26 of the Walworth County Code of Ordinances.
10. Hours of operation shall be from 6:00 a.m. to 6:00 p.m. Monday –Saturday with hours for return of equipment from off site until 9:00 p.m.
11. No burning shall be allowed on site without a State burning facility license and any required local approvals.
12. Use of the residence shall be limited to use by a caretaker.
13. If the residence is no longer used for housing a caretaker, the applicant must notify the Walworth County Zoning Office.
14. No business activities other than specified in the plan of operations may be conducted from out of the facility.
15. If the Land Management Department determines that changes in either the character of the use or the intensity of the use are not consistent with this approval, then those changes must be brought before the County Zoning Agency for approval.
16. Failure to actively exercise this conditional use within three years of the approval date shall result in automatic dismissal without prejudice. The property owner may request a time extension for actively exercising the conditional use. A time extension for actively exercising the conditional use must be requested in writing during the original three year period. Any extension requested during the three year active exercise period greater than one year beyond the original three year period shall require additional Town and County committee approvals.

Specific:

17. The owner/applicant must obtain County Land Conservation Office approval of a spill prevention plan (SPP) and a stormwater pollution prevention plan for this site if require by ordinance.
18. The retail area shall be limited to sales of landscape materials and plants and vegetables grown on site.
19. The broken concrete pile located on site shall be removed within 60 days of this approval.

Adjournment

A motion was made by Rich Brandl to adjourn. Second by Russ Wardle. Motion carried. 5-favor 0-opposed. The meeting was adjourned at 6:40 p.m.

Submitted by Wendy Boettcher, Recording Secretary.

Minutes are not final until approved by the committee at its next meeting.



**Walworth County Board Finance Committee
SPECIAL MEETING MINUTES
Tuesday, June 14, 2011**

DRAFT

Walworth County Government Center
County Board Room 114
100 West Walworth, Elkhorn, WI

The meeting was called to order by Chair Russell at 5:17 p.m.

Roll call — Finance Committee members present included Supervisors Jerry Grant, Daniel Kilkenny, Nancy Russell, Joseph Schaefer, and Rick Stacey. A quorum was declared.

Board members present: Kathy Ingersoll, Carl Redenius, David Weber.

County staff present: David Bretl-County Administration/Corporation Counsel; Nicki Andersen, Stacie Johnson-Finance; Linda Seemeyer-Health & Human Services; Tracy Moate-Lakeland School; Shane Crawford-Public Works.

Public in attendance: Ann Becker, Barrett Memorial Library, Williams Bay, WI; Signe Emmerich, East Troy Library, East Troy, WI; Liz Fraser, Brigham Memorial Library, Sharon, WI; Jackie Goetz, East Troy, WI; Kristen Hewitt, Lakeshores Library System, Waterford, WI; Sue Metzner, Lakeshores Library System, Elkhorn, WI; Lisa Selje, Matheson Memorial Library, Elkhorn, WI; Bobbi Sorrentino, Walworth Memorial Library, Walworth, WI.

Agenda withdrawals — There were no agenda withdrawals. **Supervisors Kilkenny and Schaefer moved to approve the agenda; carried 5-0.**

Approval of minutes of last meeting(s) — May 19, 2011 — **Supervisors Stacey and Schaefer moved to approve the meeting minutes; carried 5-0.**

Public comment period — There were no comments from members of the public.

Unfinished business — There was no unfinished business presented.

Consent items — No consent items were presented.

New business

Discussion and possible action regarding Walworth County Library Plan — Kristen Hewett, Administrator of the Lakeshores Library System (LLS), explained that the Walworth County Library Plan (the Plan), adopted in 2000, was developed by the Walworth County Library Planning Committee. The committee is comprised of individual LLS board members and Walworth County Board members. They were charged with ensuring that libraries in the county meet state Department of Public Instruction standards. State Statutes mandate that libraries are to be reimbursed, at a minimum, at 70% for nonresident circulation services. Walworth County chose to reimburse at 100% because the Plan would allow county libraries to take the initiative and put that money back

into improving their libraries. Enforcement is based on three measures: 1) basic standards of staffing per 1,000 people in the service population, 2) the hours the library is open, and 3) collection size. Hewett said libraries submit annual reports to the DPI. From those reports, the LLS compiles the spreadsheet indicating the measureable progress of each member library. The Plan includes an appeals process by which libraries not in compliance with the standards may appeal and indicate why they were unable to meet those standards.

Kilkenny asked the timeframe by which libraries were to be compliant. What funding would non-compliant libraries receive? Hewett responded that the deadline was the end of 2010. The Plan indicates that those not in compliance with the standards would receive the 2000 level of funding. She does not believe we can legally revert to the 2000 funding because that would fall under the State's 70% level. She added that the DPI's report was published late in 2010. By the time the numbers came out in November, librarians had little time to react. Some libraries may have been in compliance but were no longer, due to changes throughout the year. For example, the Delavan library deleted a significant portion of their old materials which resulted in non-compliance. They have since brought their collection back to the 2010 standard.

Hewett indicated the Library Planning Committee has the authority to recommend how to proceed. With the latest data finally compiled, librarians are working with their Boards to prepare appeal letters. She recommended that the Finance Committee not take action at this time. Let the Library Planning Committee pursue due process by hearing the appeals of the individual libraries. Hewett already has letters from two libraries and anticipates receiving the remainder soon. The Library Planning Committee will be meeting on August 2, 2011 to make a recommendation to Walworth County as well as to rewrite the Plan, which expired on December 31, 2010. She added that Walworth County is one of the few counties in the state that have adopted and enacted a plan to improve library services for their residents. Andersen asked if there are changes in State law that could affect the minimum funding requirement. Hewett replied that she's heard of a number of revisions but a change to the percentage is not one of them.

The appeals process will allow the Library Planning Committee to understand why the shortcomings occurred at member libraries, according to Hewett. She commented that the Share consortium was not available when the Plan was adopted in 2000. Share alone opened up about 4 million more items to libraries. If a local library doesn't have the item you want, it's usually a 2-day turnaround to obtain it through Share. We also did not have the WISENT Interlibrary Loan System in 2000. That allows libraries to search the entire state or country if an item is not available through the Share consortium. She opined that the State statistics are imperfect in that they do not include electronic holdings such as e-books. Although there is a line on the report to log that data, the numbers don't count towards the library's total collection. Since e-readers are becoming a more normal way for people to obtain material, there has been a lot of discussion at the LLS and State levels in that regard. Hewett feels there should be a better way to hold the libraries accountable for quality service than the standards set back in 2000.

Stacey asked why the compliance report includes question marks for the City of Whitewater. Hewett said the City is partially in Jefferson County and belongs to the Mid-Wisconsin System rather than LLS, but we share with them through the Share consortium. Russell commented that

libraries previously in compliance with the Plan are no longer due to the updated set of requirements. She feels it is unfair to “change the target when we’re already at the finish line.” Hewett agreed that the process is not perfect. She reiterated that the Library Planning Committee will come back with a recommendation for Finance Committee and County Board action.

Bretl commented that providing 100% funding was somewhat unique and controversial years ago. Ultimately, the County Board approved the Plan, which suggests that, in the context of the individual appeals, we may have discretion to provide relief or modify the Plan. The downside is that there are libraries which are already fully compliant and have lived up to their share. Letting others “off the hook” is a counter to that. It is logical that the nature of the Plan has changed over the past 10 years and may be in need of amending. Different criteria may be more applicable today. It may be useful to define the criteria which need updating and that could cause some libraries to become compliant. Second, he believes the 2000 funding level may be a non-starter because of the law but the 70% level may be another option for discretion.

Discussion and possible action regarding 2012 budget — Bretl indicated there is nothing new to report, although the State situation may be resolved within the next couple of weeks. The result of voting on the State Budget will be germane to our own planning and staff will keep the committee informed.

Reports — There were no reports presented.

Correspondence — No correspondence was presented.

Confirmation of next Finance Committee meeting:

- The next Finance Committee meeting was confirmed for Thursday, July 21, 2011 at 9:30 a.m. in County Board Room 114 at the Government Center

Adjournment of Finance Committee

Upon motion and second by Supervisors Stacey and Schaefer, Chair Russell adjourned the meeting at approximately 5:56 p.m.; carried 5-0.

Submitted by Kate Willett, recording secretary. Minutes are not final until approved by the Finance Committee at its next regularly scheduled meeting.

NOTE: Items distributed at the Finance Committee meeting may be reviewed in the County Clerk’s Office.

Walworth County Board of Adjustment

MINUTES

June 8, 2011 - Hearing – 8:00 AM

June 9, 2011 – Meeting – 8:00 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on June 8 & 9, 2011, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on June 8, 2011, were Chair John Roth, Vice-Chair Gregory E. Guidry and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. Those present on June 9, 2011, were Chair John Roth, Vice-Chair Gregory E. Guidry and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer, and Wendy Boettcher, recording secretary of the Land Use & Resource Management Department were in attendance. "Sign-in" sheets listing attendees on June 8, 2011, and June 9, 2011, are kept on file as a matter of record.

The June 8, 2011, hearing was called to order by Chair John Roth at 8:00 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as printed. Seconded by Gregory E. Guidry. Motion carried. 3-favor, 0-oppose. Gregory E. Guidry motioned to approve the May 11 & 12, 2011, Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Gregory E. Guidry motioned to recess until 8:00 A.M. on Thursday, June 9, 2011. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The June 8, 2011, hearing went into recess at approximately 9:45 A.M.

On June 9, 2011, at 8:00 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as printed. Seconded by Gregory E. Guidry. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Gregory E. Guidry motioned to adjourn until the July 13, 2011, hearing at 8:00 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The June 9, 2011, decision meeting adjourned at approximately 9:07 A.M.

Three variance hearings were scheduled and details of the June 8, 2011, hearings and the June 9, 2011, decisions are on a recorded disc which is on file and available to the public upon request.

New Business – Variance Petitions

Disc #1 Hearing - Count #8:03:05 – 8:31:44 / Disc #2 Decision – Count #8:01:43 – 8:25:54

Disc #1 Hearing – Count #9:31:00 – 9:44:30

The First Hearing was John J. Stoss and Carla K. Giorgi, owners – Section(s) 18 – East Troy Township

Applicants are requesting a variance from Section(s) 74-167 / 74-182 of Walworth County's

Code of Ordinances – Shoreland Zoning to construct a raised A/C platform and stairway.

REQUIRED BY ORDINANCE: The Ordinance requires a 70.5' shore yard setback (average).

VARIANCE REQUEST: The applicants are requesting an 18' shore yard setback for a raised platform and a 21' shore yard setback for a stairway. The request is a variance from Section(s) 74-167 / 74-182 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a raised A/C platform and stairway.

After testimony given by John Stoss at the hearing on June 8, 2011, **a motion was made by John Roth to table this discussion until the end of the meeting. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose**

After the third hearing, the John J. Stoss and Carla K. Girogi hearing was re-opened. John Stoss gave the Board additional information.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on June 8 & 9, 2011, for the petition of John J. Stoss and Carla K. Girogi, owners voted to **DENY** the request for a 21' shore yard setback for a stairway, voted to **APPROVE** the request for an 18' shore yard setback for a raised platform, railing and the screening of the HVAC units.

John Stoss appeared at the decision meeting.

A motion was made by Ann Seaver to take the decision in three sections. Seconded by John Roth. Motion carried. 3-favor 0-oppose

A motion was made by Gregory E. Guidry to deny the variance request for the stairs with a 21' shore yard setback. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

A motion was made by Ann Seaver to approve the railing for discussion. Seconded by Gregory E. Guidry. Motion carried. 3-favor 0-oppose

Ann Seaver rescinded her motion to approve the railing. Gregory E. Guidry rescinded his second.

A motion was made by Ann Seaver to approve the platform with the railing. Seconded by Gregory E. Guidry. Motion carried. 3-favor 0-oppose

A motion was made by Ann Seaver to approve the screening of the units for discussion. Seconded by John Roth. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS:

DENIAL of the stairway with a 21' shore yard setback: The Board found to deny the request for the stairway would not cause unnecessary hardship. The Board found the owner has options other than a stairway to access the platform for HVAC unit maintenance. The Board also found that a stairway to access a platform is not a requirement of OSHA.

APPROVAL of platform and railing: The Board found the platform would provide 3' of clearance from the equipment for maintenance and to be an OSHA requirement. The Board found to approve the railing was a code requirement and would provide safety for service people.

APPROVAL of screening: The Board found to approve the screening of the HVAC units would permit the owner / installer to follow the recommendations of the manufacturer. The Board found to approve the request would cause no harm as long as the manufacturer's recommendations stay within the guidelines of the County Zoning Ordinance.

There were two letters of approval and supporting documentation from the Town of East Troy, a letter of support from a neighboring property owner and a letter of support from DMJ Services, LLC. There was no opposition.

Disc #1 Hearing – Count #8:32:04 – 8:40:30 / Disc #2 Decision – Count #8:25:55 – 8:29:40
The Second Hearing was Karl J. & Wendy E. Hawley, owners – Section(s) 36 – La Grange Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition (screened room) to a single-family residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 41.35' shore yard setback (average).

VARIANCE REQUEST: The applicants are requesting a 35.81' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition (screened room) to a single-family residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on June 8 & 9, 2011, for the petition of Karl J. & Wendy E. Hawley, owners voted to **APPROVE** the request for a 35.81' shore yard setback.

A motion was made by Gregory E. Guidry to approve the screen porch over the deck as presented. Seconded by John Roth.

Gregory E. Guidry rescinded his motion to approve the screen porch over the deck as presented. John Roth rescinded his second.

A motion was made by Gregory E. Guidry to approve the screen porch for the Hawley residence with the condition that it will not be made into a 3-season habitable space. Seconded by John Roth. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found to approve the request with the condition the addition (screened room) remain a screen room and not be made into a 3-season habitable space. The Board found to approve the request as presented would cause no harm to neighbors or public interests. The Board found to approve the request would not place the

structure closer to the water than structures on neighboring properties. The Board found to approve the request would not increase the footprint of the existing structure (deck) or further encroach into the shore yard. There was one letter of support from the Town of La Grange and two letters of support from neighboring property owners.

Disc #1 Hearing – Count #8:40:40 – 9:30:51 / Disc #2 Decision – Count #8:29:41 – 8:35:35
The Third Hearing was Linda D. Friedman, owner – Section(s) 35 – La Grange Township

Applicant is requesting a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning for the location of a patio and walkway in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires all structures to maintain a 75' shore yard setback.

VARIANCE REQUEST: The applicant is requesting an 11.7' shore yard setback. The request is a variance from Section(s) 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning for the location of a patio and walkway in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on June 8 & 9, 2011, for the petition of Linda D. Friedman, owner, voted to **APPROVE** the request for an 11.7' shore yard setback.

A motion was made by Gregory E. Guidry to approve the variance request for the patio paver in the shore yard setback. Seconded by Ann Seaver for discussion. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the slope of the neighboring properties, the slope of the impervious surface of the road and the wet area to be unique property limitations. The Board found to approve the request, per plans submitted, would cause no harm to neighbors. The Board found the pavers to be a part of the design of getting the water away from the property. The Board found to approve the request would improve safety for access to the lakefront. The Board found the variance request for pavers to be a smaller increment of relief than a previous request for pavers. The Board found the variance request did meet the criteria for approval. A landscaper spoke in support. There was one letter of support from a neighboring property owner. There was a letter of opposition for the Walworth County Land Conservation Division and a letter of opposition from the Wisconsin Department of Natural Resources.

The owner/applicant shall contact the Walworth County Land Use and Resource Management Department immediately to bring the property into compliance with the requirements of the Walworth County (Shoreland) Zoning Ordinance and the decision of the Walworth County Board of Adjustment.

Other

- A. Discussion / possible action on Jerry Dean correspondence regarding waiver of Board of Adjustment fee

After discussion the Board of Adjustment decided not to waive the Special Exception application fee for Jerry Dean.

A motion was made by Gregory E. Guidry to deny the waiver of the \$450 fee to Jerry & Ellen Dean. Seconded by John Roth. Motion carried. 3-favor 0-oppose

- B. Discussion / possible action regarding the Board of Adjustment vacancy
Elizabeth Sukala will be appointed to fill the vacant 1st Alternate position on the Board of Adjustment.
- C. Oath of Office for new Board of Adjustment member
The Oath of Office will be postponed to the July 2011 Board of Adjustment meeting.
- D. Discussion / possible action regarding the Board of Adjustment start time
After discussion it was decided to leave the start time for the Board of Adjustment hearing / meeting at 8:00 A.M. but to review the matter at the staff level and to return to BOA with any concerns.

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence
 - 1. Letter from the Town of Richmond asking to be put on the Board of Adjustment agenda to discuss the Board of Adjustment making decisions without Township recommendation.
 - 2. Memorandum Decision on Petitioner's Writ of Certiorari.
Board members received a copy of the court decision regarding Walworth Homes LLC.

Proposed discussion for next agenda

The following items were requested to be put on the July 2011 agenda:

- A. Oath of Office
- B. Discussion / possible action regarding making BOA decisions without township recommendation on Town of Richmond applications
- C. Discussion / possible action regarding the Board of Adjustment start time
- D. Court cases update – Walworth Homes LLC
- E. Distribution of reports, handouts and correspondence

ANN SEAVER

WALWORTH COUNTY BOARD OF ADJUSTMENT

These minutes are not final until approved by the Board of Adjustment at the next scheduled hearing date.

Walworth County Land Information Advisory Council

MINUTES

May 24, 2011 – 10:00 a.m.

County Board Room 114 – Government Center

Elkhorn, Wisconsin

Draft

The meeting was called to order at approximately 10:02 a.m. by Connie Woolever.

Roll Call – Committee members present included Nancy Russell, Connie Woolever, Kathy Du Bois, Donna Pruess, Rich Colbert, Michael Cotter, John Orr, Kevin Williams, Dr. Kurt Bauer, and Craig Workman. A quorum was declared. Jerry Kroupa arrived at approximately at 10:10 a.m.

Others present – David Bretl and Dale Drayna.

Approval of the agenda was moved and seconded by Cotter and Russell with no withdrawals, and carried 10-0.

Approval of the March 9, 2011 Land Information Advisory Council committee minutes were moved and seconded by Cotter and Bauer. The motion carried 10-0.

Public comment period – none.

Final version of the Update to Land Records Modernization Plan. Woolever stated there were suggestions made at the last meeting to include in the plan and those suggestions have been included. Russell referred to page 9 of the plan (page 15 of agenda packet) under Creation of a New Parcel Identification Numbering Scheme and third line down. She added that it appears the sentence was not completed. Woolever added the plan has already been submitted as it was due April 1, 2011. Colbert stated they can send revisions, but that they will eliminate the word “to”, where it appears to be cut off.

Russell referred to page 15 of the plan (page 21 of agenda packet) under Hydrography, Hydrology, and Wetland Mapping. She added she believes that SEWRPC’s most recent water study does have the watershed data. Bauer added the commission (SEWRPC) could provide the surface watershed boundaries data. Russell referred to hydrology and stated that the Geneva Lake Environmental Agency has extensive data on Geneva Lake. She added they completed a study a couple of years ago. Colbert asked Bauer what the difference was between hydrology and hydrogeology. Russell stated she believed that it is the receding system underground. Bauer stated there is a great deal of hydrographic and hydrogeologic data available. He added that the commission just finished a water supply plan that maps the geology and different aquifers. He also added that the problem is how much of this information and how you want to include it in your own land information system. He suggested having Colbert work with the commission as they get time to want to integrate this data, and decide how to integrate it. He added the

watershed boundaries would be easy. Colbert asked who the contact would be at the commission about this. Bauer stated Don Simon or McDougal. He also added the watershed boundaries could be transferred electronically. Russell added there is also mapping of the water recharge areas.

Update and demonstration of building footprint data creation. Woolever added this was approved at the last meeting. Orr added they wanted to show the committee what has been done to achieve this. Drayna stated they have gotten the new building footprints updated for the entire county. He added there are now building footprints for areas that were previously missing this information, such as Sharon and several municipalities in the southwest corner of the county. He demonstrated the new building footprint data that was obtained from Crispell Snyder using the web mapping system with the newest viewer that is going to be put out. He added they consulted with Crispell Snyder to take the 2010 photos and go through them to find any updates or changes in areas that needed to include structure outlines. For two weeks, Crispell Snyder went through and got complete structure outlines for the county. Drayna added they did a good job of finding the structures that not only have changed, for example, in Lake Geneva or Elkhorn where someone might have torn down a house and re-built a new one. He added they did a good job of picking up those types of changes as well as adding the information that was previously missing in areas. He demonstrated that the building footprint outlines are green and all the structures were obtained. When referring to building outlines, he stated that generally what happens is you look at an air photo and the line represents the foundation of the building at ground level. Drayna added that Crispell Snyder tried to do their best with that, but captured mostly what matches the roof line. He added this layer is now available for areas we didn't have before. He added the council thought this was a worthwhile project to take on as it is an important tool for users. He also added they got what they could with a relatively simple budget. Colbert stated the estimate was approximately \$6200 and the final invoice was pretty close to that. He added it was relatively cheap and it was done quickly. Drayna added you can do measurements off of these lines but it is not 100%. He added it gives people a representation that there is a building structure there. Bauer stated that if updating the cadastral maps or property boundary line maps by adding the building footprints to those maps this information would have been taken from the topographic maps. He added that anything you take from the topographic maps or photographs are outlines from the eaves not from the foundation lines. He added there is nothing wrong with that. He also added that if an individual got a plat of survey for a building permit, it is going to have the foundation of the building mapped. Kroupa verified that when measuring a setback you would measure from the walls and not the eaves. Russell stated that the outlines look smaller than the shadow. Orr stated that is due to the sun casting shadows and that the quality of photos has increased so much over the years that you are picking up on the shadows more. Cotter stated this information could not be used for a zoning permit and a plat of survey would still be needed. He added this is a representation and it gives people an idea. Drayna agreed and stated this information does not replace a plat of survey. Woolever added this was a good way to update the information and it was within budget. Cotter asked if this information was added as a new layer. Drayna stated it is the same layer that has been on the system, but the old data was replaced with the new information. Cotter added it would be interesting to see in the future how buildings have changed if we do this again in ten years and keep the old data. Drayna stated he kept the old data and could overlay them to see what the

differences are. Cotter added for zoning purposes having the old information would be good to have. He added that sometimes buildings disappear and reappear. Russell added that people also claim that a building has been there since a certain date and now we can verify that with these photos. Cotter added this information can help the public. Woolever asked if the layers can be labeled by the years. Drayna stated they could be labeled but it could get confusing showing multiple lines and these lines could overlap. He added he would have to make the lines thicker and different colors. Workman added that having the current outlines is great, but he thought having the historical ortho photos is where we want to be. He added having multiple checkboxes for historical building footprints is going to get confusing but if we, for example, could go back to 1950 and have a 1950 ortho photo on there, it would be where the tool would be more useful. Cotter asked if they are going to be the same scale. Drayna stated they could mosaic the 1950s that are going to be scanned in and put it on the mapping system. Russell asked if there was a map available for the year when the county zoning was put into effect as that is a critical date. Cotter stated 1974 is when the county zoning ordinance went into effect for most of the county. He stated they would have maps from before and after the county zoning ordinance went into effect, he was unsure of how close they were to the actual year.

Historical aerial map scanning update. Cotter stated they have rented a scanner to complete this project. The scanner arrived May 23, 2011. They still have to do the testing for the proper resolutions for the different maps, and then they will be ready to start the project. Colbert stated they are going to be taking six to eight different years. Drayna added there are approximately 1800 images to be scanned in. Colbert added that they will take a sample of several different years and Drayna will do what is called mosaic, where you take the images and stitch them together then will make it so the images are properly laid over the county. He added there will ultimately be a drop down menu listing all of the years so a person will be able to start with the earliest year and watch the evolution of a property or a subdivision. He added they will take the historical photos, scan them in, and add them as layers in the GIS website. Cotter added this feature will help the public as the Land Use and Resource Management department has quite a bit of counter traffic of people wanting to see the old maps. With this feature, it will be easier for people to view the maps on the computer from their home or work. He also added they would no longer have people touching the maps, which will be a good thing since some of the maps are deteriorating and some will be unreadable soon. Colbert added it is \$495 per month to rent the scanner and depending on the length of the project, the maximum is about \$2000 for the entire project. Orr added the project was already budgeted for. Woolever asked if there was a volunteer working on the project. Cotter added they have an amazing volunteer working on this and he was recently honored as a volunteer by the county board.

Plan for updating topographic maps. Bauer suggested to the committee to formally ask Colbert and himself to prepare a memorandum that will set forth the alternatives that are available to update the topographic maps. He added there are at least three alternatives, such as selectively updating where development has taken place, updating the topographic maps as line maps which was done originally, and have the choice of using 100 or 200 scale maps. He added another alternative would be to use the ortho photographs and add contours from lidar photography. He also added they will include the options and examples of what the products will look like as well as the costs for these options. He added that with this memorandum, the committee will be in a

good position in deciding how to proceed. He added they could have this memo prepared by the next meeting, which is scheduled to be in the end of November or early December. Colbert added we could have this information for the 2013 budget for the first round of topographic updates. Workman made a motion for the committee to ask Bauer and Colbert to prepare a memorandum setting forth the options for topographic map updates. Williams seconded the motion.

Workman and Williams moved and seconded to ask Bauer and Colbert to prepare a memorandum listing all of the alternatives to update the topographic maps to be presented at our November meeting. Motion carried 11-0.

City of Elkhorn GIS update. Colbert stated we are bringing in the City of Elkhorn to host their GIS. He added they thought they could use the county site to create a new site and add Elkhorn layers to it; however, as they got more into it, they realized it wouldn't be efficient when more municipalities would be brought in and have all these websites out there. He added they proposed this idea to the vendor who was re-doing the county site and they suggested having one site and using a parameter driven system. He added there would be a different configuration for each municipality and there is also the ability to create a log-in for the municipality so only certain people can see specific layers they would not want the general public to see. He added this will serve the purpose and it is a very efficient design. Drayna added it is almost identical to the county site except it has different colors. He added the duplication may make things flow easier for users. He also stated that all of the county's data is in the background so you can zoom into another area after looking at City of Elkhorn. Drayna demonstrated what the City of Elkhorn GIS site looks like. Colbert stated this is a less expensive alternative for the municipality and it will be a monthly fee. He added that any new tools that are added to the county website would be immediately available to the municipalities. He also added that we budget every year for improvements and the municipalities would receive these improvements at no additional cost. He also added it is the municipality's responsibility to get the layers the way they want them and to deliver the layers to us so they can be added to the site. He added that our maintenance on the site is minimal. He stated that the City of Elkhorn site should be live within a month. Orr added that Russell brought up at the last meeting about Metropolitan Sewage District and they have approached us about developing and hosting their data as well. Russell added it is a good idea having certain things not available to the public by creating the log-in.

Update on 2012 project to purchase tax software. Du Bois stated there were three companies that sent in information in response to the RFIs. She stated the key people in her office are going through the information at Colbert's direction and looking at the good and bad information as well as looking at the different companies. She stated Colbert wants this information by the end of May and then an RFP is going to be put together. Orr added they cannot go out with an RFP until we have the 2012 budget. He added that they will start formulating and putting the RFP together so once we have the 2012 budget, the RFP can be sent out. Colbert asked if it has to wait until the formal and adopted budget in November. Bretl added that part of it would depend on how long your vendor will hold pricing and that you may be able to anticipate approval. Orr added that three companies responded which is not surprising for an RFI as there is a lot of work these companies have to put into it. He added that one came in at \$76,000, another at \$275,000,

and a third at \$764,000. He stated their recommendation would be \$400,000 with how the three that came in are all over the board. Russell added it is better to overestimate than underestimate because you don't want to cut out important parts that you really want. Orr added that one thing that is disconcerting is none of these companies will provide services to the municipalities like we had hoped. Colbert added the \$400,000 recommendation came from the \$275,000 RFI, which was a fairly complete system. The \$764,000 RFI was a company where you would start with something then customize the system to make it your own, which is not what we want. He stated we need a functional and solid system that can be brought in and installed. The \$275,000 RFI was in the ballpark of what we were thinking, so we increased it to \$400,000 to have some flexibility. Russell added it is better to be under budget rather than over budget. Colbert added we want to make sure the budgeted amount covers the software so don't have to come back and ask for more money.

Colbert stated that at a previous meeting it was discussed about doing a ratio of the departmental budget versus land information funds. He stated it was discussed to do 50% from the affected department and 50% from the land information funds. Recording Secretary referred to the minutes from the December 1, 2010 meeting. She stated there was a motion to do an RFP using 175% from both land information funds. She stated that Colbert had discussed doing 50% from the affected department and 50% from the land information funds; however, there was no motion setting this as a policy. Woolever added this policy seems reasonable. Colbert added it would be a nice benchmark going forward and the discussion at the previous meeting was a recommendation and the Land Use and Resource Management department was used as an example at the time. He added it is a good idea to keep it consistent for all departments. Cotter added it seems fair and as discussed at a previous meeting, he was concerned about loading that dollar figure into his budget as the amount will be significant. He added we should know more by the next meeting since the budget is approved in early November. Orr recommended that the council should make a decision about what is going to go into the 2012 levy. He added that if we go with the 50% rule, \$200,000 will go into the two land information funds and the other half will go into the levy for the Treasurer's office. Du Bois asked if the 50% rule has been done before for another department or if this is something the council is trying to set a policy on. She added she doesn't have a problem with it. Colbert asked Du Bois if she will put \$200,000 in her budget for the new tax software. Du Bois stated she would do that. Russell made a motion to set a policy of putting 50% in the Treasurer's budget and 50% in the land information funds for the new tax software. Colbert added that since there are two funds that make up the land information fund, he will come up with the totals that will come out of each fund. He stated the majority of it would come from the land modernization fund since it has a larger sum of money in it.

**Motion and second by Russell and Orr to have a policy to spend 50% for projects out of the department that is affected and 50% out of the land information funds.
Motion carried 11-0.**

Cotter asked Colbert if he would get him the numbers for the new software for the Land Use and Resource Management department. Colbert stated he would discuss it with Cotter when they are ready to do the project.

DRAFT

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Email correspondence from Wally Graeber, University of Wisconsin-Madison, regarding mapping system. Woolever stated a copy of the email was included in the agenda packet on page 27. She added she thought it was a good idea to include this as it is good feedback from someone who uses the system.

Reports/Announcements by Chairperson. Woolever stated there is a public budget hearing on Tuesday, November 1, 2011 at 6:00 p.m. for the public to attend and comment on the budget. The budget adoption is Tuesday, November 8, 2011. She also added for future meetings, she will reserve the room for an hour and a half in the event the meetings run over one hour.

Set/confirm next meeting date and time. Woolever listed a few dates to consider for the next meeting. Russell added that November 30th or December 8th would work for her. Woolever scheduled the next meeting for Wednesday, November 30, 2011 at 10:00 a.m.

Adjournment. On motion and second by Russell and Williams, Chairperson Woolever adjourned the meeting at approximately 10:45 a.m.

Respectfully submitted by Nicole Hill, Recording Secretary for the Land Information Advisory Council. These minutes are not official until approved by the committee.

DRAFT

Walworth County Land Conservation Committee

MINUTES

Monday, May 16, 2011 at 1:30 p.m.

Walworth County Board Room 114
Elkhorn, WI 53121

The meeting was called to order by LCC Chair Kilkenny at 1:30 p.m.

Roll call - Committee members present included: Supervisors Kilkenny, Hawkins, Grant, and Citizen Member Burwell. USDA/FSA Representative Sue Bellman was absent, excused. A quorum was declared.

County staff present – David Bretl, County Administrator; Michael Cotter, Director of Land Use & Resource Management (LURM); Louise Olson, Deputy Director, LURM; Fay Amerson, Urban Manager, LURM; Neal Frauenfelder, Sr. Planner, LURM; Matt Weidensee, Associate Planner; Deb Grube, Sr. Zoning Officer LURM; and Joann Douglas, Recording Secretary.

Also in attendance – Nancy Russell, Walworth County Board Chair; Greg Igl, USDA NRCS

Approval of Agenda – **Citizen Member Burwell and Supervisor Grant moved and seconded approval of the agenda. Motion carried 4-0.**

Approval of Minutes from April 25, 2011 LCC Meeting – **Citizen Member Burwell and Supervisor Grant moved and seconded approval of the minutes with a correction to capitalize attendee Dave Held's last name. Motion carried 4-0.** Discussion followed. Nancy Russell corrected her comment made during the public hearing phase of the April 25, 2011 meeting. Chair Russell said she would endorse the plan with suggestions regarding a portion of Section 7, Policy Considerations, *“Should the Farmland Preservation Plan recommend further consideration of the following uses currently permitted as a conditional use in an A-1 District within an agricultural zoning district?”* Chair Russell said the ● Bottling of Spring Water, ● Schools and Churches, and ● Flea Markets were previously excluded as part the Farm Family Business principal uses in the Farmland Preservation Plan, and will remain as conditional uses. Chair Russell then suggested also removing ● Production of animal and marine fat and oils and ● contractor’s storage yards from principal uses and have them remain as conditional uses. **The motion was then modified by Citizen Member Burwell and Supervisor Grant to reflect County Board Chair Russell’s changes. Motion carried 4-0**

Farmland Preservation Town of Bloomfield Request - LURM staff reiterated the town of Bloomfield’s proposal to have some areas of A-1 land in Bloomfield removed from the proposed Farmland Preservation areas in Walworth County. **Supervisors Grant and Hawkins moved and seconded to only honor removal of Bloomfield parcels that correlate and are consistent with the Walworth County Comprehensive Land Use Plan (Comp Plan) and the Bloomfield Comprehensive Land Use Plan.** Discussion followed about remaining areas consistent with the adopted comprehensive land use plan and standards set forth in the Farmland Preservation Plan for identifying farmland preservation areas. Regarding parcels that include more than one planning category, where a portion of the proposed parcel to be removed from the mapped farm preservation area meets with the Comp Plan and a portion does not, the following applies: The committee directed staff that when dealing with existing sub-standard parcels that have two planning

categories, to utilize a 50% rule, i.e., if more than 50% is in a development or non-farmland category already, take the whole parcel out of the mapped farm preservation area. For standard size parcels, strictly follow the underlying land use category. Mr. Frauenfelder said he could draft a map to show the Bloomfield changes. **Motion carried 4-0.**

Farmland Preservation Plan Revision Plan Adoption – Louise Olson said due to the Bloomfield motion the Farmland Preservation Plan Revision could not be adopted at this time. **Citizen Member Burwell and Supervisor Hawkins moved and seconded to hold adoption over until Mr. Frauenfelder provides additional information of the ramifications of Bloomfield's changes. Motion carried 4-0.**

Supervisor Grant left the meeting briefly at 2:06 p.m.

Communication from the Town of East Troy regarding the golf course at the Rainbow Springs property – Michael Cotter said unless the DNR secretary decides to proceed, no action is necessary and the letter can be placed on file..

Langlade County Resolution #36-211 – Oppose the Provisions of AB 40 that call for elimination of PACE and Farmland Protection Conversion Fees - **Supervisor Hawkins and Citizen Member Burwell moved and seconded tabling the resolution for one month until June meeting. Motion carried 3-0.**

Price County Resolution #14-11 related to NR-115 complexity - **Supervisor Hawkins and Citizen Member Burwell moved and seconded to place the resolution on file. Motion carried 3-0.**

Supervisor Grant returned to the meeting at 2:11 p.m.

Resignation of Roy Lightfield as county representative to the Honey Lake Management District - **Citizen Member Burwell and Supervisor Hawkins moved and seconded to table the Lightfield resignation and replacement recommendations for one month until the June meeting. Motion carried 4-0.**

Next Meeting Date – Monday, June 20, 2011 at 1:30 p.m.

Adjournment – **On motion and second by Supervisor Hawkins and Grant, Chair Kilkenny adjourned the meeting at 2:15 p.m. Motion carried 4-0.**

Submitted by Joeann Douglas, Recording Secretary. Minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT
975 W. Walworth Ave. • Delavan, WI 53115

May 10, 2011
1:30 p.m.

CALL TO ORDER

The Regular Meeting was called to order at 1:30 p.m. by Commissioner Logterman.

ROLL CALL

Present: Dean Logterman, Brandon Johnson, Ron Henriott, Harold Shortenhaus, Thomas Eck.

Others Present:

Karla Eggink, Administrator
Cindy Moehling, Assistant Administrator
Gail Vangen, Confidential Secretary
Timothy Fenner, Axley Brynelson
Steven Scheff, Maintenance Manager
Thomas Johnson, Collection Services Manager
Ron Altmann, Operations Manager
Terry Vaughn, WalCoMet
Jared Loofboro, WalCoMet
Mark Olson, McGladrey & Pullen, LLP
Lysa Thoeny, McGladrey & Pullen, LLP

VISITOR COMMENTS:

None

APPROVAL OF MINUTES OF REGULAR MEETING, APRIL 12, 2011

Commissioner Eck made a motion to approve the minutes of the Regular Meeting, April 12, 2011. Commissioner Johnson seconded and the motion carried.

PRESENTATION OF THE 2010 ANNUAL AUDIT

Mark Olson and Lysa Thoeny of McGladrey & Pullen presented the financial report for Year 2010. McGladrey & Pullen thanked everyone for their ongoing cooperation and assistance with the audit. Concern was raised by Commissioner Shortenhaus regarding the report indicating a "material weakness" related to financial accounting. Lysa Thoeny pointed out that this is an inherent problem for companies the size and staff level of WalCoMet and that the auditors do "extra steps and tests because of this situation," including surprise visits in order to add additional checks and balances. Administrator Eggink asked that McGladrey & Pullen provide a list of steps that can be taken to lessen the material weakness. Commissioner Shortenhaus made a

motion to accept the 2010 Annual Audit as presented. Commissioner Johnson seconded and the motion carried.

ADMINISTRATOR'S REPORT

a. YEAR 2011 MAINTENANCE PROJECTS STATUS REPORT

A summary of the 2011 scheduled treatment plant and lift station/interceptor projects was reported. Costs in the project summaries are estimates based upon past experience or actual estimates by contractors. Actual costs frequently differ from estimates. Administrator Eggink will be viewing asset management software within the next week.

b. PERMIT COMPLIANCE UPDATE

The wastewater facility met all permit requirements for the month of April.

c. STAFF TRAINING ACTIVITIES

Training was conducted on biosolids application at the farm, and off-site storage tank cleaning was reviewed. No formal training during the month of April.

d. BLOWER PROJECT UPDATE

The blower project continues to move forward pending the following items; award of the engineering contract to CDM, approval of obtaining a loan from BCPL, and acceptance of a Focus on Energy Grant. (See Old Business b)

RECEIPTS AND DISBURSEMENT REPORT

Commissioner Johnson motioned to approve the Accounts Payable Listing for May, 2011 in the amount of \$106,735.36. Commissioner Eck seconded and the motion passed.

OLD BUSINESS

a) RESOLUTION 2011-08: ACQUISITION OF EASEMENT INTEREST ON PROPERTY OWNED BY GREEN ISLE PROPERTIES, LLC. Commissioner Johnson made a motion that the District make a Jurisdictional Offer to the Owner to acquire the requisite interest, in the amount of \$27,400 and otherwise comply with the requirements of Sec. 32.05, Wis. Stats., and in the event the Owner does not accept the Jurisdictional Offer as presented, the District proceed to issue and file an Award of Damages as required by applicable law and take all other steps associated therewith in order to obtain such easement. Commissioner Henriott seconded and the motion carried.

b) BLOWER PROJECT: ENGINEERING, FINANCING, GRANTS. As a result of the aeration system evaluation indicating a potential \$47,000 per year savings in electrical costs by installing a more efficient blower, the Commission and District have moved forward toward replacing the existing blower.

(1) Award of engineering contract. After discussion, Commissioner Johnson made a motion to authorize the Administrator to enter into a contract with CDM for Engineering, Procurement, and Construction Management Services for the Aeration System Energy Efficiency Project, at a cost

cost not to exceed the sum of \$469,500, and containing such terms and conditions as the Administrator deems appropriate and in the best interests of the District. Commissioner Henriott seconded and the motion passed.

(2) Board of Commissioners of Public Lands Application for State Trust Fund Loan. Commissioner Logterman read Resolution 2011-09, APPLICATION FOR STATE OF WISCONSIN STATE TRUST FUND LOAN, in its entirety as follows:

WHEREAS, by the provisions of Sec. 67.12(12) of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and, WHEREAS, by the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 66.22 or 66.882, joint sewerage system created under Sec. 144.07(4), school district or technical college district.) THEREFORE, BE IT RESOLVED, that the **Walworth County Metropolitan Sewer District**, in the County of **Walworth**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Four Hundred Sixty Nine Thousand Five Hundred And 00/100 Dollars (\$469,500.00)** for the purpose of **financing aeration system energy efficiency project** and for no other purpose. The loan is to be payable within 10 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.75 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law. RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the **Walworth County Metropolitan Sewer District**, in the County of **Walworth**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due. RESOLVED FURTHER, that no money obtained by the **Walworth County Metropolitan Sewer District** by such loan from the state be applied or paid out for any purpose except **financing aeration system energy efficiency project** without the consent of the Board of Commissioners of Public Lands. RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the president and secretary of the Walworth County Metro Sewer District, in the County of Walworth, Wisconsin, are authorized and empowered, in the name of the district to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the district pursuant to this resolution. The president and secretary of the district will perform all necessary actions to fully carry out the provisions of Chapter 24 and Sec. 67.12(12), Wisconsin Statutes, and these resolutions. RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the secretary of the district forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Commissioner Eck moved adoption of the foregoing preamble and resolutions. Commissioner Johnson seconded the motion. Adopted this 10th day of May, 2011. Roll Call: Commissioner Johnson, Aye; Commissioner Henriott, Aye; Commissioner Logterman, Aye; Commissioner Shortenhaus, Aye; Commissioner Eck, Aye. Motion to accept Resolution No. 2011-09 passed.

(3) Focus on Energy grant. After discussion, Commissioner Johnson made a motion to accept a Focus on Energy grant in the amount of \$43,381 for the installation of a new high efficiency aeration blower. Commissioner Henriott seconded and the motion passed.

c) ADOPTION OF RESOLUTION 2011-10 CITY OF ELKHORN SEWER SERVICE AMENDMENT. The City of Elkhorn has requested to have their Sewer Use Plan amended to include lands located immediately adjacent to, but outside of, the currently adopted sewer service area. The proposed area encompasses 168 acres in the north half of US Public Land Survey Section 30, Township 3 North, and Range 17 East in the Town of Lafayette in Walworth County. The Walworth Metropolitan Sewerage District has the capacity to serve the subject addition to the sewer service area. After discussion, Commissioner Shortenhaus made a motion to pass Resolution 2011-10, Adoption of a City of Elkhorn Sanitary Sewer Service Area Amendment. Commissioner Eck seconded and the motion passed.

NEW BUSINESS

a) MAIN ELECTRICAL ARRESTERS. Commissioner Johnson made a motion to approve the main electrical arrester replacement project by contracting with High Voltage Maintenance to complete the project at a cost of \$8,237. Commissioner Shortenhaus seconded and the motion passed.

b) AERATION BLOWER REPAIR. Repair costs for the blower B-5 were estimated to exceed \$10,000. After discussion, Commissioner Henriott made a motion to complete the aeration blower B-5 repair project by contracting with Starnet Technologies to provide and start up a new Allen Bradley solid state soft start unit, and purchase a new 250 amp breaker, including necessary hardware for a total cost of \$7,680.00

c) PRESENTATION OF ANNUAL REPORT. Administrator Eggink provided a power point presentation of highlights, graphs, and explanations of the Walworth County Metropolitan Sewerage District 2010 Annual Report draft, which Commissioners had received for review the previous week. Commissioner Johnson made a motion to approve the 2010 Annual Report as presented. Commissioner Henriott seconded and the motion passed.

ADJOURN

Commissioner Eck made a motion to adjourn, seconded by Commissioner Johnson and the Regular Meeting adjourned at 3:08 p.m.

Wisconsin River Rail Transit Commission

Full Commission Mtg – Friday, 06 May 2011 @ 10am • Dane Co. Hwy, 2302 Fish Hatchery Rd, Madison, WI

1. Karl Nilson, Chair, called the meeting to order at 10:00 a.m.
2. Commissioners present for all or part of the meeting:

Crawford	Tom Cornford	X- Committee	X
	Rocky Rocksvold		X
	Vacant		
Dane	Gene Gray	Treasurer	X
	Jim Haefs-Fleming		X
	Forrest Van Schwartz	Advocate	X
Grant	Ivan Farness		X
	Margaret Ruf	Secretary	X
	Robert Scallon	2nd Vice Chair	X
Iowa	Charles Anderson	X- Committee	X
	Gerald Dorscheid	Vice Treasurer	X
	Robert Zinck		X

Rock	Ben Coopman	Alternate	
	Wayne Gustina		X
	Alan Sweeney	Vice Chair	
	Terry Thomas		X
Sauk	Joel Gaalswijk		X
	Rob Sinklair	Assistant Secretary	X
	Scott Alexander		
Walworth	Marty Krueger	Alternate	X
	Jerry Grant		X
	Richard Kuhnke	X- Committee	
Waukesha	Allan Polyock		X
	Karl Nilson	Chair	X
	Richard Manke		X
	Fritz Ruf		X

Others present for all or part of the meeting:

Amy Seebth (SWWRPC / WRRTC Administrator); Frank Huntington, Sheri Walz, Ron Adams, and Roger Larson (WisDOT); Ken Lucht and Steve Beske (WSOR); Virgil Casper (Pink Lady RTC); Bill Wentzel (Sauk County) and Jennifer Erickson (Sauk County UW-Extension).

3. Motion accepting Seebth's certification of Public Notice. Grant / Manke- passed unanimously.
4. Motion accepting the Agenda prepared by Seebth. M. Ruf / Thomas - passed unanimously.
5. Motion approving the draft April Minutes. Dorscheid / F. Ruf – passed unanimously.
6. Motion approving the Executive Committee March Minutes. M. Ruf / F. Ruf - passed unanimously.
7. Public Comment – None
8. Correspondence & Communications – Seebth updated the Commission on a number of correspondences received.

REPORTS & COMMISSION BUSINESS

9. WRRTC Financial Report– Jim Matzinger, Dane County CPA / WRRTC Accountant, was not present but left copies of the treasurer's report for each Commissioner.
 - Motion accepting the treasurer's report for May and payment of bills. – Van Schwartz / Cornford – passed unanimously
10. Presentation on Sauk County Rail Economic Impact Analysis- Jenny Erickson, Community Resource Development Agent, Sauk County UW-Extension, presented on her research on this topic. In order to help the local communities make an informed decision about whether or not the purchase of the rail in Sauk County would be a good investment, Jenny interviewed ten rail users and developed an IMPLAN economic impact assessment. The study found that, among other things, rail users pay their employees \$86.6 million/year and pay \$808,000-\$988,000/year in property taxes. The full report can be found on the WRRTC Website.
11. Wisconsin & Southern Railroad's Report on Operations – Ken Lucht, WSOR, presented on the following:

Monthly maintenance Activities: WSOR is spraying for weed control right now along all corridors. They are also doing general track inspections to find defective ties and rail breaks. They are undertaking a number of bridge projects

including bridges in Madison and in Spring Green. They are doing some brush cutting near Merrimac and, in Cross Plains, they recently began installing some ties.

Update on 2010 Capital Projects: The welded rail installation on the Madison Sub is well-underway. They hired a contractor to install switches on the track between Milton Jct. and Stoughton. They have rebuilt a number of crossings and some switches- they have a 2-3 more crossings to complete still on this project.

Update on 2011 Capital Project Planning: WSOR is going to continue their welded rail project on the Madison Sub (16 miles). They will also be doing a Phase 1 project to install welded rail in Slinger. Waukesha will be getting some welded rail as well.

Continuing Issues / Topics: WSOR will soon be sending out their second quarter newsletter and Commissioners should receive them in the next couple of weeks. WSOR has been dealing with flooding issues in the Prairie du Chien area and are back in business now. Lucht handed out some economic information that they have developed on the rail system, system-wide: the "2010 economic profile" and also "Wisconsin's Public Freight Rail System". These handouts can be found on the WRRTC Website.

11. **WRRTC Administrator's Report** – Seeboth reported to the Commission on several ongoing issues including the Ekleberry crossing in Muscoda, PRTC is exploring adjusting their local match to WRRTC and the history of this match, the Sauk County construction projects that the Commission approved earlier, and the PRTC trail study.
12. **WDOT Update** – Frank Huntington, WDOT, reported that Feb. 1st was the application deadline for DOT Freight Rail Preservation Program (FRPP) grants. They do not yet know what is going to be the funding level for this program this year, the Governor's proposal has been reduced by the Joint Finance Committee. The DOT has applications worth about \$90 million for this program this year. The acquisition of the UP line from Madison to Reedsburg and the WSOR Bridge Study are two big WSOR applications. Ron Adams pointed out that the new Joint Finance Committee budget proposal says that in the future they will give projects with more than 20% match a greater weight in the FRPP ranking process.
13. **Discussion of WRRTC Mission and Purpose** – The Commission was provided with copies of their Mission. The entire WRRTC Charter can be found on the WRRTC Website.
14. **Consideration and possible action on developing a WRRTC response to the Wisconsin Joint Finance Committee decision to cut the Freight Rail Preservation Program to \$30 million in this next biennium.** Lucht explained that on Wednesday, the Wisconsin Joint Finance Committee decided to cut the Freight Rail Preservation Program (FRPP) biennium budget from \$60 million to \$30 million. Lucht explained that this would have a big impact on freight rail viability in the State, and on the Commission. He encouraged the Commissioners to reach out to their legislatures. Van Schwartz requested that each Commissioner meet with their representatives on this. Adams said the vote was 14-2 in favor of cutting the budget.
 - **Motion to draft and send a letter to WRRTC representatives explaining the benefits of rail to Wisconsin and asking that FRPP be funded at \$60 Million in the budget.** Seeboth and Lucht are to work together on drafting this letter - *Gustina / Grant – motion passed (one opposing vote by Sinklair)*

The Commission Recessed for a 10-minute break at 11:22

15. **Discussion of WSOR Contractual Obligations to WRRTC** – Polyock requested this agenda item. Questions have arisen at MoreAgri, a company along the line that is running at 20% capacity because they can't get enough trains into Chicago. Polyock has been in conversation with WSOR about this and is wondering what WSOR is trying to do or going to do to get more trains into Chicago. Lucht said they have restrictions into Chicago. They do have one alternate access point into Chicago but it is limited to grain. Beske added that this is something that they talk about a lot and something that WSOR is working on. WSOR is in negotiations with Class 1 railroads to get more access into this area. All of these negotiations should be resolved in the next 2-3 years, none of the options are cheap. The problem in part is that all of the Class 1's are near or at capacity themselves already. Beske also spoke about shipping bottlenecks in general; that the systems are not flowing as well as they should.
16. **Update on Sauk County Rails-to-Trails Stakeholder Group** - Krueger, Sauk County Board Chair, Presented to the group. He first pointed out that this agenda item should be called the Rails AND Trails Stakeholder Group. He explained that the goal of the Sauk County Economic Development Committee is to assure that all of the assets of the County have an economic development impact. The rail and trail issue was one of the first topics that the

economic development committee took on, and specifically, the Merrimac Bridge. The Committee asked WSOR to do a study on this Bridge and Sauk County contributed \$5,000 to this study. Then, once they knew the condition of that bridge, the Committee decided to explore how to allow various uses (trails and rails) could co-exist. A little over a year ago the Committee developed a Stakeholders Group for this issue. Krueger passed around resolution 22-11 which stated that the County will pursue the development of a Trail. The Resolution was passed unanimously by their Board and forwarded to the Governor and the Secretary of Transportation. Tentatively on May 23rd, Sauk County will have their last large stakeholder group on this subject and then may transition into a subcommittee to move this process forward.

17. **Consideration of sponsoring application to purchase Union Pacific Segment from Madison to Reedsburg-** Huntington explained that The Wisconsin DOT had been negotiating with UP to buy this track as part of the High Speed Rail (HSR) project. WSOR submitted an application to WDOT to purchase this track. If and when the DOT buys the Track, the agreement would be with WRRTC, not WSOR, so it would be more appropriate that the application be coming from the Commission rather than WSOR. Frank would like the Commission to assume responsibility of this application going forward. He assured the Commission that nothing would change other than the name on the application; WSOR would continue to tack responsibility for the negotiations, etc.
 - **Motion to have the Commission co-sponsor the application with the WSOR to purchase the UP line from Reedsburg to Madison – Gaalswijk / Sinklair – passed unanimously**
18. **Discussion and possible action regarding Badger Army Ammunition Plant easement and Sauk City / Prairie du Sac Rail-to-Trails** - Huntington explained that if this track is not used for its intended purpose (rail or trail) within two years of the original agreement date, the easement will dissolve. The agreement was signed in October of 2009, and it has not yet been used in either way. The WDOT would like to begin this discussion at this point. Huntington asked the Commission how they want to approach this, via committee or regular commission meetings. The Commission requested that this be placed on next month's agenda, that they would like to start with initial discussion as a Commission and see if it spins off into a committee.
19. **Update and possible approval of Charter Street / UW Power Plant Project Changes** – Huntington provided Commissioners with a map of the Charter Street Power Plant. Since the Plant will no longer be converted to biofuels, the Plans for track changes are being changed again. UW-Madison is re-working the plans right now- they would like some of the corridor for a parking area. Any agreement with UW-Madison would specify very clearly that the corridor would convert back to rail if it is needed in that way. Huntington asked that the Commission approve this concept today.
 - **Motion that the Commission adopt the UW-Madison Charter Street Power Plant Concept allowing use of the railroad right-of-way for parking purposes, with some minor modifications possible. The corridor may revert back to the railroad if needed at anytime with one year's notice– Van Schwartz / Anderson – Passed Unanimously and WSOR expressed consent as well**
20. **WRRTC 2011 Elections**
 - **Motion to re-elect the officers as currently exist for another year with the secretary casting a unanimous ballot– Manke / Grant – passed unanimously**
21. **Motion adjourning the meeting at 12:21 a.m. - Sinklair / Scallon- passed unanimously.**

Walworth County Lakeland Health Care Center Board of Trustees
MINUTES

April 27, 2011 Meeting – 1:00 p.m.

Walworth County Meeting Room 111
Government Center – Elkhorn, Wisconsin

The meeting was called to order by Chairman Grant at 1:00 p.m.

Roll call – Committee members present included Chairman Grant, Supervisors Ingersoll, Hawkins, Schaefer and Redenius. A quorum was declared.

Others present – Linda Seemeyer, Director of Health and Human Services/Lakeland Health Care Center Superintendent; Elizabeth Aldred, Deputy Director of Health and Human Services; Juliet Young, Health and Human Services; Bernadette Janiszewski, Lakeland Health Care Center Administrator, Sandy Wagie-Troemel, Citizen Representative Health and Human Services; Janis Ellefsen, Public Health Supervisor Health and Human Services; Pat Grove, Public Health Manager Health and Human Services; Sue Schuler, Public Health Consultant; Ety Wilberding, Manager at Health and Human Services; David Bretl, County Administrator; Nancy Russell, County Board Chairperson

Public in attendance – There were no members of the public in attendance.

There were no agenda withdrawals. **Supervisor(s) Hawkins/Ingersoll moved to approve the agenda. Motion carried 5–0.**

The Lakeland Health Care Center Board of Trustees committee minutes of the March 16, 2011 meeting were approved. **Motion and second made by Supervisor(s) Hawkins/Schaefer to approve the minutes. Motion carried 5–0.**

Public Comment – There were no comments from the public.

Unfinished Business – There were no items of unfinished business.

New Business –

Referral List versus Waiting List Method for Admission - Ms. Janiszewski reviewed the enclosure. This document was produced for a family member and it is being presented to the Board for their information only. Lakeland Health Care Center keeps a referral listing for admissions which based on admission priorities. There is an average of one hundred people on the list at any given time.

Supervisor Ingersoll asked if LHCC is working with physicians as a referral source. Ms. Janiszewski stated that physicians do refer patients to LHCC and there is no need to market the Health Care Center because it is at full capacity.

Supervisor Grant asked if someone is not ready for admission when their name is next on the list are they moved to the bottom of the list. Ms. Janiszewski clarified that because it is a referral list and not a waiting list they do not move to the bottom of the list.

Lakeland Health Care Center Economic Impact – Ms. Janiszewski stated this item was for this Board's information to keep them up-to-date on the economic issues. This enclosure was shared with the legislature.

Reports –

LHCC Administrator's Report and Financial Update – Ms. Janiszewski reported that the LHCC is on track with regard to budget. Ms. Janiszewski noted the workman's compensation numbers. Medicaid applicants are staying in the targeted range of 72%.

Supervisor Russell asked about the injuries due to falls in the parking lot. She is questioning whether these should be considered worker's compensation. Ms. Janiszewski explained that staff are asked to fill out the paperwork in case it is discovered they have a more serious injury as a result of the fall. None of the applications were filed as worker's compensation.

Supervisor Russell asked Ms. Janiszewski to get a legal opinion if worker's compensation forms should be filled out on injuries occurring when staff are on the premises but are not clocked in. Supervisor Grant asked if there were different forms staff should be filling out in these incidents. Ms. Janiszewski stated she would research if there are different forms.

Correspondence – There were no correspondences.

Announcements – There were no announcements.

Next Meeting Date – The next meeting is tentatively scheduled for May 18, 2011 at 1:00 p.m.

Adjournment – **On motion and second by Supervisor(s) Schaefer/Redenius, Chair Grant adjourned the meeting at approximately 1:14 PM. Motion carried 5-0.**

Submitted by Juliet Young, Recorder. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

MINUTES OF INTERVERNMENTAL COOPERATION COUNCIL
MEETING OF FEBRUARY 22, 2011

Draft Minutes

Walworth County Administrator David A. Bretl called the meeting to order at 6:00 p.m.

Roll call was made by those present introducing themselves and their position within their municipality.

County officials in attendance: Nancy Russell, County Board Chair; Walworth County Administrator David A. Bretl; Deputy County Administrator-Central Services, Shane B. Crawford; Joshua Clements, UW-Extension CNRED Agent.

Municipal and town representatives present: Bill Mangold, Town of Lyons Chair; John Olson, Town Administrator, Town of Delavan; Wayne Redenius, Town of Richmond Chair; Cecil Logterman, Town of Darien Chair; Robert E. "Mac" McIndoe, Town of Spring Prairie Supervisor; Dorothy Burwell, Secretary and Town of Delavan Chair; Ken Monroe, Town of Bloomfield Chair; Jim Connors, City of Lake Geneva Mayor; Darlene Johnson, Village of Mukwonago Trustee; Ed Vanderveen, Town of Sharon Chair; Bill Loesch, Village of East Troy, Village President; Barb Fischer, Town of LaFayette Clerk; Joe Klarkowski, Town of East Troy Supervisor.

Others in attendance: Mike Van Den Bosch, Executive Director, Walworth County Economic Development Alliance (WCEDA); Marilyn Putz, Walworth County Job Center; Katie Lange of Runzheimer International; Joyce Erickson, Co-Director, Tri-County Tobacco Free Coalition; Tom Amon of B.R. Amon & Sons and Chris Schult.

Approval of agenda

Bob McIndoe made a motion to approve the agenda with a second by Ken Monroe. The motion carried unanimously.

Approval of October 26, 2010 ICC meeting minutes

Ken Monroe made a motion to approve the October 26, 2010 minutes with a second by Bill McIndoe. The motion carried unanimously.

Presentation on the statewide smoking ban – Joyce Erickson, Co-Director, Tri-County Tobacco Free Coalition

Joyce Erickson noted the state law is Act 12 and took effect July 5, 2010. She distributed information on the economic impact of cigarette smoking in Wisconsin and Walworth County and a Wisconsin Department of Justice advisory memorandum. She answered some questions regarding what constitutes substantial walls called for in the law and posting no smoking signs. Administrator Bretl advised the county does have an ordinance and if any municipality passes an

ordinance they should advise Joyce Erickson and send her a copy of the ordinance. Administrator Bretl also stated that some of the issues are a zoning matter but our department is not going to go out and look for violations but would work with the towns as issues arise.

Runzheimer International – Presentation by Katie Lange, Government Services Sales Representative

Administrator Bretl introduced Katie Lange noting that the county has been working with Runzheimer International testing their services. Katie Lange stated they work with organizations and governments to help them do more with less. They do cost of living analysis and IRS mileage reimbursement using automated solutions. They work with safe driving challenges to reduce liability due to distractions while driving. She explained the GPS device they use which indicates how long it took a person to get to a destination and how long they stayed. Deputy Administrator Shane Crawford is using one now and Administrator Bretl stated they would report at the next meeting how this worked for the county.

Economic developments and economic development planning – Presentation by Mike Van Den Bosch, Executive Director of the Walworth County Economic Development Alliance, Inc. and Joshua Clements, University of Wisconsin Extension Community, Natural Resources and Economic Development Agent

Administrator Bretl acknowledged the presence of Marilyn Putz from the Walworth County Jobs Center. Joshua Clements explained Extension's role in economic development and his work in detail. Mike Van Den Bosch explained the history of the setbacks for the county. He also explained the strategy of the cooperation between WECDA and Extension for the economic roadmap for the county. They are collaborating on analyzing the past economic conditions and identifying their goals and objectives for the next five years. They are working on their website so that people looking will know where to find things and hope to have the public participation done by the middle of summer. Marilyn Putz stated the services the Job Center provides helping people finding jobs.

Update concerning County ordinance regarding intergovernmental cooperation – David Bretl, County Administrator

Administrator Bretl gave an overview of the ordinance and the budget repair bill now pending noting state aids may be cut. He stated there might be some changes to the ordinance before the county board approves it.

Update regarding road salt use – Shane Crawford, Deputy County Administrator – Central Services

Deputy Administrator Crawford distributed a list of how much salt each community has been using. Cecil Logterman stated the county did a great job this year.

Road Sign Pricing – Shane Crawford

Deputy Administrator Crawford distributed information regarding vendor detail for contracting for signage and contract information for signage. He also distributed a copy of the amendment regarding highway signs and briefly reviewed the state bid and county RFP process. He also advised what roads the county will be working on this summer.

Set date and time for next Council meeting

The next meeting date will be June 28, 2011 at 6:00 p.m. Wayne Redenius thanked Administrator Bretl for these meetings.

Adjournment

Bob McIndoe made a motion to adjourn with a second by Darlene Johnson. The motion carried unanimously.

Administrator Bretl adjourned the meeting at 7:30 p.m.

Respectfully submitted,
Dorothy C. Burwell, Secretary



Information
Technology

John Orr
Director

Date: June 8, 2011
To: Municipalities
From: Rich Colbert *Rich Colbert*
Land Information Officer
Re: Intergovernmental Cooperation Council meeting

The Walworth County Land Information division will be making a presentation at the upcoming Council meeting on June 28, 2011. The following information will be presented and discussed:

Demonstration of the GIS (Geographic Information Systems) web mapping system

Overview of the project to host Elkhorn GIS layers on the County GIS website

Discuss web hosting services offered by the County

We're excited about the opportunity to present this information to the Council and look forward to answering any questions you may have about the website, as well as providing information about our web hosting services.

Wisconsin River Rail Transit Commission

X- Committee Mtg – Friday, 08 April 2011 @ 10am • Dane Co. Hwy, 2302 Fish Hatchery Rd, Madison, WI

1. Karl Nilson, Chair, called the meeting to order at 10:00 a.m.
2. Commissioners present for all or part of the meeting:

Crawford	Tom Cornford	X- Committee	X
	Rocky Rocksvold		X
	Vacant		
Dane	Gene Gray	Treasurer	X
	Jim Haefs-Fleming		X
	Forrest Van Schwartz	Advocate	X
Grant	Ivan Farness		
	Margaret Ruf @ 10:10	Secretary	x
	Robert Scallon	2nd Vice Chair	X
Iowa	Charles Anderson	X- Committee	X
	Gerald Dorscheid	Vice Treasurer	X
	Robert Zinick		

Rock	Ben Coopman	Alternate	
	Wayne Gustina		
	Alan Sweeney	Vice Chair	X
	Terry Thomas		
Sauk	Joel Gaalswijk		
	Rob Sinklair	Assistant Secretary	X
	Scott Alexander		X
Walworth	Marty Krueger	Alternate	
	Jerry Grant		
	Richard Kuhnke	X- Committee	X
Waukesha	Allan Polyock		
	Karl Nilson	Chair	X
	Richard Manke		
	Fritz Ruf		

Others present for all or part of the meeting:

Amy Seeboth (SWWRPC / WRRTC Administrator); Frank Huntington and Roger Larson (WisDOT); Ken Lucht and Bill Gardner (WSOR); Alan Anderson (Pink Lady RTC); Jim Matzinger (Dane County, WRRTC Accountant); Jerry Gray (Cross Plains) and Jon Lefers (Montgomery Associates Resource Solutions, LLC).

3. Motion accepting Seeboth's certification of Public Notice. Van Schwartz / Dorscheid- passed unanimously.
4. Motion accepting the Revised Agenda prepared by Seeboth. Cornford / Scallon - passed unanimously.
5. Motion approving the draft March Minutes. Kuhnke / Scallon – passed unanimously.
6. Public Comment – None
7. Correspondence & Communications – Commissioners discussed the Sauk County Rail Impact Analysis Study.

REPORTS & COMMISSION BUSINESS

8. WRRTC Financial Report– Jim Matzinger, Dane County CPA / WRRTC Accountant provided copies of the treasurer's report to each Commissioner.
 - Motion accepting the treasurer's report for April. – Anderson / Sinklair – passed unanimously
 - Motion accepting the payment of bills – Sinklair/ Gray – passed unanimously
9. Wisconsin & Southern Railroad's Report on Operations – Ken Lucht, WSOR, presented on the following:

Monthly maintenance Activities: WSOR will be spraying for weed control in the next couple of weeks. They also are going to be installing 24,000 ties along their southern tracks in the next few months and testing the rail. They are working on two bridges right now.

Update on Capital Rehab Projects: Bill Gardner reported that they are setting up to finish the project from Stoughton to Madison (a welded rail project). They expect to have everything done this fall. The next project will likely be from Janesville to Avalon. They are taking the 100lb rail out in Walworth County and putting in welded rail there. They are loading frac sand in Crawford County / Grant County- this is a growing industry and the line segment is becoming a really active due to that. They are working on opening up a port in Prairie du Chien right now.

Update on Village of Avoca Flood Issues: For the third year in a row, WSOR is struggling with flood issues in Avoca. That route is in a flood plain. They are working with the DNR and DOT to clean it up. Last year they spent some resources on widening the area and are working on the area again this year out of their maintenance budget.

Continuing Issues / Topics: Gardner added that WSOR is working with United Cooperative to put up a facility on the Sauk Line. They are meeting with the Lower Wisconsin State Riverway Board to get the structure approved. They are doing an appraisal on the UP line right now so that they can come to a decision on the value of the rail. The lease runs out in October of this year, but they are extending it for one year so that work can be done.

10. **WRRTC Administrator's Report** – Seeboth reported to the Commission on several ongoing issues including the Town of Hebron request, the Ekleberry crossing in Muscoda, the website, the Janesville Crossing, and a meeting she attended with the DOT on managing rail encroachments.
11. **WDOT Update** – Frank Huntington, WDOT, reported that the DOT is looking at selling a parcel of property in Avalon- an extra width of property outside of the railroad right-of-way. A company is putting in additional grain bins there and the DOT has had an offer to use this property in the past. They will not need Commission action on this, but if action is needed, they will put it on the agenda. Lucht (WSOR) mentioned a number of rehab projects that WSOR has applied for funding to do. In particular, WSOR is taking the lead on purchasing the UP line going up to Reedsburg through Madison. The DOT has not yet approved of funding any projects and likely will not do so until July or so.
11. **Discussion of WRRTC Elections-** The Commission agreed that they would hold elections at next month's meeting.
12. **Consideration of private crossing request in Janesville, WI, Delavan Drive Properties LLC (formerly Mule Hill)** – This item was cancelled.
13. **Consideration of approving remeandering plans for Cross Plains Creek-** A consultant with Montgomery Associates Resource Solutions (Jon Lefers) was present at the meeting; he is working with the Village on the project. Lefers explained that the land in question is just west of HWY P (between P and KP), next to WSOR and DOT ROW. The Village is trying to increase habitat for trout and other species by remeandering the creek. It is an existing FEMA flood plain and the flood plain extends onto the DOT ROW. They did an analysis to figure out whether they are negatively affecting other property owners by remeandering the creek. They learned there is a chance that in a small portion of area, they would be elevating the flood plain a small amount, but overall they would be lowering it. The actual creek will remain within the Village property. Overall, they would be changing less than ¼ mile of the creek length. WSOR has preliminarily said that they are okay with this. The project will be financed primarily through grants (anywhere they can get them), some private donations, and Village is responsible for the balance. The project won't take place until 2013. The Village has been working with DOT and WSOR on this. The DNR will require easements and a sign off by these affected property owners on this project. They came to the meeting to keep the Commission informed, but the Commission will not need to take any action, but may want to. The Commission said that they would like full drawings and more information on this.
14. **Update on Sauk County Rails to Trails Stakeholder Group-** No update. There will possibly be a presentation from Sauk County at next month's meeting.
15. **Update regarding Badger Army Ammunition Plant easement and Sauk City / Prairie du Sac Rail-to-Trails** – Huntington reported that the easement that the DOT executed about 1-1.5 years ago on this property said that the easement would be terminated if it was not used for the purposed intended within 2 years. The DOT hoped to possibly convert it to a Rails-to-Trails corridor, but it is not technically a rail corridor and so they would have to put it under rails so it is under the STB jurisdiction before it could be put into a Rails-to-Trails. That would take at least a year if they did it. They are working with GSA to figure out any alternatives right now and are considering executing an agreement with the DNR to build a trail. If the corridor through Reedsburg is purchased, they would consider transferring the other to a Rails-to-Trails. WDOT has not taken any other action on this than working with the GSA on the BRAAP at this time. The vote at the county board to convert the corridor through the County to a Rails-to-Trails was unanimous. Sinklair will send me a copy of this resolution for WRRTC files.
13. **Update on Charter Street / UW Power Plant Project** – Huntington also reported that since the biofuels portion of the plant was cancelled, the plans for this corridor will need to be updated. UW-Madison is in the process of developing new plans to show the Commission before concurrence.
14. **Motion adjourning the meeting at 11:30 a.m. - Ruf / Scallon- passed unanimously.**