

JUNE 9, 2015 COUNTY BOARD MEETING COMMITTEE MINUTES PACKET

County Zoning Agency MINUTES

May 21, 2015 – 4:00 p.m.
100 West Walworth Street, Elkhorn, Wisconsin

***** D R A F T *****

Chair Rick Stacey called the meeting to order at 4:00 p.m.

Roll call – Committee members present were Chair Rick Stacey, Vice-Chair Dave Weber, Supervisors Rich Brandl, Tim Brellenthin and Paul Yvarra, Citizen Member Jim Van Dreser. Citizen Member Richard Kuhnke, Sr. was absent, excused. A quorum was present.

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, and Site Planner/Hearing Facilitator Matt Weidensee.

Present for a portion of the meeting / hearing was County Administrator David Bretl, Debora Grube/Senior Zoning Officer, Neal Frauenfelder/Senior Planner, and Darrin Schwanke/Zoning Officer.

A “sign-in” sheet listing attendees on May 21, 2015, is kept on file as a matter of record.

Details of the May 21, 2015 meeting / hearing are on a digital recording which is on file and available to the public upon request / video to view on our website: www.co.walworth.wi.us

Dave Weber motioned to approve the agenda. Seconded by Jim Van Dreser. Motion carried. 6-favor 0-oppose

Tim Brellenthin motioned to approve the April 23, 2015, Minutes. Seconded by Jim Van Dreser. Motion carried. 6-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter
Disc Count #4:02:15 – 4:04:12

Subdivision Items – Old Business - none

Subdivision Items – New Business – none

Old Business - Ordinance Amendments – none

Old Business – Discussion Items –

1. Discussion/Possible Action - Setbacks for agricultural structures – Rick Stacey
Discussion by the Committee regarding Town responses and requested changes by the Townships.
Jim Van Dreser motions to send the proposed ordinance amendment to public hearing with the amendment to allow 2 animal units on a parcel 2 acres or less. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose
Disc Count #4:04:23 – 4:15:10
2. Discussion/Possible Action – Staff review of correspondence received regarding short term rental ordinance – Michael Cotter

Discussion by Dave Weber regarding the scope of the short term rental discussions.
Discussion by Jim Van Dreser requesting changes to paragraphs 1 and 3 to “support” and providing response deadline of July 10 of the proposed letter to Township.
Jim Van Dreser motions to send the letter to the Towns with the changes indicated.
Seconded by Dave Weber. Motion carries. 6-favor 0-oppose
Disc Count #4:15:10 – 4:30:18

New Business - Ordinance Amendments –

1. Discussion/Possible Action - Amendments to the Walworth County Subdivision Ordinance – Neal Frauenfelder

Jim Van Dreser motions to approve the subdivision ordinance amendments as presented for public hearing. Seconded by Rich Brandl. Motion carries. 6-favor 0-oppose
Disc Count #4:30:18 – 4:44:53

New Business – Discussion Items –

1. Discussion/ Possible Action – Zoning Ordinance text amendment for creating Farm Family Business as a conditional use in the A-2 zoning district – Michael Cotter
The Committee agrees this issue will be discussed during the public hearing Ordinance Amendment.
Disc Count #4:44:57 – 4:45:39
2. Discussion/Possible Action – Correspondence from John Stoss regarding his attempt to obtain a permit to repair and maintain a building on his property – Michael Cotter
Discussion by Darrin Schwanke regarding status of the current request. John Stoss provides information to the Committee concerning use for storage only. Statement by Dave Weber concerning building repairs.
Disc Count #4:45:39 – 5:12:29
3. Discussion/Possible Action – Town of Bloomfield Ordinance 2015-0-1108 and Resolution 2015-R-03 for a rezone from A-3 to B-1, and a conditional use for a bed and breakfast – Town of Bloomfield Representative

Rich Brandl motions to forward Bloomfield rezone request to the County Board for approval. Seconded by Dave Weber. Motion carries. 6-favor 0-oppose.
Disc Count #5:12:30 – 5:17:24

Public Hearing: 5:30 p.m.

Ordinance Amendments –

Amendment to Sections 74-44, 74-49, 74-51, 74-61, 74-63, 74-66, 74-71, 74-129, and 74-131 of the Zoning Ordinance and Section(s) 74-171, 74-176, 74-178, 74-188, 74-190, 74-261, and 74-263 of the Shoreland Zoning Ordinance, Walworth County Code of Ordinances, needed to

obtain State of Wisconsin Department of Agricultural, Trade and Consumer Protection (DATCP) certification for Walworth County farmers to be eligible for Farmland Preservation Program state income tax credits.

Disc Count #5:34:35 – 5:38:28

Rezones with Conditional Uses –

1. **Roan Farms LLC – Owner, Town of Lyons and Walworth County – Applicants**, Section 33, Lyons Township. The Town of Lyons and Walworth County are petitioning to rezone 83.6 acres of A-2 Agricultural zoned property and 31.4 acres of P-1 Park district zoned property back to the A-1 Prime Agricultural district as required by condition of a prior conditional use approval for a commercial horse facility which was not implemented. Tax Parcel N LY-33-1.

Tim Brellenthin motioned to approve the rezone with dismissal of the conditional use without prejudice based upon the conditional use not being exercised. Seconded by Jim Van Dreser Motion carried. 6-favor 0-oppose.

The rezone petition will move forward to the June 9, 2015, Walworth County Board for possible action.

Disc Count #5:38:28 – 5:41:23

2. **Wisconsin Power and Light Co. – Owner Rep. Thomas Erstad, American Transmission Company, LLC – Applicant Rep. Anita La Coursiere**, Section 23, Geneva Township. Rezone of approximately 37 acres of C-4 Lowland Resource Conservation District (Shoreland Wetland) to C-2 Upland Resource Conservation District to match the zone district to delineated field conditions along with a conditional use request for expansion of an existing electric substation. Parts of Tax Parcel J G-23-18A.

Possible conditions if approved

General:

1. Approved as per plan submitted for expansion of an existing electrical substation as a utility with required conditions added.
2. Any proposed buildings shall be of an earth tone or neutral color (I.E. beige or tan).
3. All fencing shown on the approved plan of operations must be maintained at all times.
4. Construction plans for the site shall be submitted to the County Zoning Office for review and permit approvals prior to the project beginning.
5. Construction related activities are only allowed on site between sunrise to sunset.
6. The property must be used for the purpose identified in the plan of operations.
7. The applicant must obtain a Land Disturbance Erosion Control and Stormwater Management permit from the County Land Conservation Office prior to any construction activities occurring on site.
8. All spoils spreading activities must be conducted in the approved identified locations. No fill shall be placed in any wetland area.
9. All access to the site must be made as identified on the approved plan.
10. All contractor storage yards shall be located as identified on the approved plan and used as specified.
11. The applicant shall meet all applicable Federal, State and local regulations.

12. The applicant shall make all necessary arrangements for use and crossing of public roadways with the State, County and Town Highway Departments.
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.
15. The applicant is responsible for removal of the electrical substation if it is no longer in use. If the substation is not operated for a continuous period of 12 months, it shall be considered abandoned. Abandoned utilities may be required to be removed within 90 days.

Specific:

Rich Brandl motioned to approve. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose.

The rezone petition will move forward to the June 9, 2015, Walworth County Board for possible action.

Disc Count #5:41:23 – 5:45:43

3. **Duane Newman – Owner, Russell Newman – Applicant**, Section 28, LaFayette Township. Rezone approximately .05 acres of A-1 Prime Agricultural zoned property to the B-4 Highway Business zone district in order to have an area for outside storage and rental of U-haul trucks and trailers as a proposed conditional use. Part of Tax Parcel K LF-28-7.

Possible conditions if approved

General:

1. Approved as per plan submitted for an outside storage of U-Haul rental equipment with all additional conditions.
2. Storage shall be limited to material and goods directly associated with business. Outside storage shall be limited and located as identified on the plan of operations. No outside storage areas including displays of goods shall be allowed in the required setback areas.
3. No business activities other than specified in the plan of operations may be conducted from the storage facilities.
4. On site hours of operation shall be from Monday to Friday 8:00 a.m. to 4:00 p.m. and Saturday 8:00 a.m. to 12:00 p.m. (Noon).
5. Must meet all applicable Federal, State, County and local regulations.
6. Outside lighting shall be shielded and directed on site.
7. The applicant must obtain all required zoning permit approvals including a sign permit.
8. No fill, debris, branches or leaves may be brought back and disposed of on site. No burning of waste materials shall occur on site.
9. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office if required. The applicant must submit and obtain approval of a landscaping plan from the County Conservation Office if required.
10. All parking and access to the site shall meet County requirements. All parking shall be installed according to County requirements within 60 days of this approval.

11. The project site must be kept neat, clean, and mowed.
12. 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.
13. 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 conditions:

14. No Maintenance of U-Hauls shall occur on site as per the Town.

Dave Weber motioned to approve. Seconded by Jim Van Dreser. Motion carried. 6-favor 0-oppose.

The rezone petition will move forward to the June 9, 2015, Walworth County Board for possible action.

Disc Count #5:45:43 – 5:51:12

Rezones –

1. **Richard and Mary Synek and Raymond and Marian Iverson – Property Owners, Patrick Hudec, Attorney – Applicant, Section 9, East Troy Township.** Rezone portions of lots from B-3 to R-1 to bring the zoning of the lake front portions of the properties into compliance with the historic use. Parts of Tax Parcels P ET-9-4C and 4D.

Rich Brandl motioned to approve. Seconded by Dave Weber. Motion carried. 6-favor 0-oppose.

The rezone petition will move forward to the June 9, 2015, Walworth County Board for possible action.

Disc Count #5:51:12 – 5:54:13

Conditional Uses -

1. **Ronald L. Rhode, Section 25, Troy Township.** Conditional use for a bus depot on land zoned B-2 in conjunction with a fuel oil delivery business as a Planned Unit Development (PUD). Tax Parcel L T-25-4A.

Possible Conditions:

General:

1. Approved per plans submitted for a conditional use bus depot in conjunction with an oil delivery business as a Planned Unit Development (PUD) with all additional conditions.
2. No business activities other than specified in the plan of operations may be conducted from out of the facility.
3. All equipment shall be located as defined on the approved plan of operations. No outside storage other than the busses and trucks identified on the site plan shall be allowed on site.

4. On site hours of operation shall be from 6:00 a.m. to 6:00 p.m. seven days a week.
5. The Town/County/State Highway Department must approve the access to the site.
6. Must meet all applicable Federal, State, County and Local regulations.
7. All cars & busses 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 and busses capable of being parked in the marked spaces as identified on the plan. Parking must meet with requirements of the county zoning ordinance. 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 prior to use of the site as a bus depot.
8. The project plan must identify outside lighting. All lighting must be shielded and directed onto the site.
9. Any proposed signage must be shown on the plan. All new signage will require zoning permit approval.
10. The project site must be kept neat, clean, and mowed in all areas.
11. No burning of waste materials shall occur on site.
12. 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.
13. 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:

14. This approval allows for a maximum of six registered, operable and licensed busses, two registered operable and licensed oil transport trucks and two registered, operable and licensed cars for the existing dwelling.
15. There shall be no outside storage of miscellaneous materials (pipes, tires, batteries, cars for sale, tanks, scales, milk cans, stock cars, dump trucks, boats etc.) allowed on the property. All additional scrap materials should be removed from the property as per the Town.
16. All vehicles on site shall be licensed as per the Town.
17. The maintenance and repair on the building should be complete by September 1, 2015 as per the Town.
18. All vehicles should be parked no closer to the road than the front of the building as indicated on the plan as per the Town.
19. All commercial vehicles should exit the property facing forward onto the highway as per the Town.

Public hearing is held. Rich Brandl motioned to table until June 18, 2015 for update. Seconded by Jim Van Dreser. Motion carried. 6-favor 0-oppose.
Disc Count #5:54:13 – 6:00:53

2. **John F. and Jean V. Jarosz Trust – Owners, Jamie and Jennifer Jarosz – Applicants, Section 23, Delavan Township. Conditional use to add antique vehicle sale and service and outdoor storage of antique vehicles and boats to an existing boat sales and service business in the B-2 General Business district. Tax Parcels F D-23-8, 9 and FA1611-1A.**

Possible conditions if approved

General:

1. Approved as per plan submitted for expansion of an existing boat repair, sale and storage facility to include antique car repair and sales, including inside and outside car and boat storage with all additional conditions.

2. All outside storage of boats and cars shall be located as identified on the approved plan of operations. Outside storage shall be limited to the type, quantities and location of material identified on the plan of operations. No outside storage areas including displays of goods shall be allowed in the required setback areas.
3. The project must meet all applicable Federal, State, County and local regulations.
4. The applicant must obtain a sign permit from the County Zoning Office if required by Ordinance.
5. No business activities other than specified in the plan of operations may be conducted from out of the storage facilities.
6. Hours of operation shall be Monday through Friday 8:00 a.m. to 5:00 p.m., Saturday 8:00 a.m. to 4:00 p.m. and Sunday 9:00 a.m. to 1:00 p.m.
7. The property owner shall use the 24 foot wide commercial access identified on the plan of operations as the exclusive access to the site for commercial purposes and shall keep the access open and unobstructed.
8. No storage of chemicals and petroleum products shall occur on site unless stored in a containment facility meeting state requirements.
9. Staff may conduct inspections necessary to ensure site is operated and maintained according to applicable regulations.
10. The project site must be kept neat, clean, and mowed in all areas.
11. No fill, debris, branches or leaves may be disposed of on site. No burning of waste materials shall occur on site.
12. No acid washing of boats may be conducted at this facility.
13. The owner must provide a waste disposal plan stating where all trash, drain oil and other auto and boat fluids are disposed.
14. The painting and finishing area of the auto and boat repair buildings must have proper ventilation meeting the requirements of the State and Federal codes. Exhaust system shall meet all requirements of the code including hours of operation and noise.
15. 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.
16. The applicant must obtain a Land Disturbance, Erosion Control and Stormwater permit from Land Conservation if required by Ordinance. The applicant must comply with all established standards of the Land Restoration and Land Disturbance, Erosion Control and Stormwater Management permits.
17. All outside lighting shall be shielded and directed on site. No additional lighting shall be allowed in the street yard setback areas.
18. 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.
19. 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:

Statement by Matt Weidensee regarding requested changes to paragraph 6 for hours of operation being 6 a.m. to 6 p.m. and paragraph 12 to include acid washing only on the limestone pad as shown on the site plan. Applicant shall maintain the limestone pad properly.

Dave Weber motioned to approve with the requested amendments. Seconded by Jim Van Dreser. Motion carried. 6-favor 0-oppose.
Disc Count #6:00:53 – 6:08:36

3. **Treetops Funding LLC – Owner, Lake Geneva Canopy Tours, Eric Wood – Manager/Applicant, Sections 23, 24, 25, 26, Geneva Township. Conditional use approval to extend the time limit for use of a business property with shuttle bus service cross Hwy H as the welcome center for the canopy tours facility by 18 months along with the use of a trail system on the canopy tour property for bicycle, hiking, cross country skiing and snow shoeing and an additional Yurt for instructional training. Tax parcel JA4369-1.**

Conditions

1. The Conditional Use for a zip line adventure park **and a system of trails that would be used commercially for non-motorized biking, hiking, cross country skiing and snow shoeing** as amusement activity in the P-1 and a recreational park in the C-2 areas is approved as per the plan submitted and amended (9-16-10) to allow a temporary off-site Welcome Center with a shuttle bus and to use portions of the site not needing gravel pit restoration prior to restoration certification **and further amended for extension of off-site Welcome Center 5-21-15** with all additional conditions.
2. Use of the grounds shall be limited as stated in the plan of operations with no approval for camping on site.
3. The project must meet with all State, Federal and local requirements.
4. The applicant must obtain all required County Zoning permits including sign permits meeting with all ordinance requirements.
5. Hours of operation shall be as stated in the plan of operations from 7:00 a.m. to 9:00 p.m.
6. Sufficient adult supervision must be present at all times when the zip line **and commercial trails** adventure park is in use.
7. The applicant must obtain an approved Land Disturbance, Erosion Control and Stormwater permit from Land Conservation if required by Ordinance.
8. The property owner must obtain a tree cutting and landscaping plan approval prior to alteration of the trees and construction of trails on site.
9. The project site must meet with all County sanitary requirements.
10. The applicant obtaining liability insurance and keep the insurance current during the life of ~~this~~ **the** conditional uses.
11. All lighting must be shielded and directed on to the property. The owner will need to obtain approval of a lighting plan prior to installing any type of sports field lights for nighttime use.
12. Parking must meet with requirements of the county zoning ordinance. All parking must be in compliance with County requirements **within 60 days of this approval.**
13. The owner of the property shall ~~release~~, indemnify and hold harmless Walworth County and its agents and employees from all liability, claims, demands, ~~causes of action~~, costs, or losses for personal injuries, property damage or loss of life or property as a result of exercising ~~this~~ **the** approvals.
14. 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~~ **the** approvals, then those changes must be brought before the County Zoning Agency for approval.

Specific:

15. The total capacity of the site by adventure park users shall be set at 250 visitors.
16. Use of the designated outdoor and indoor food and beverage area shall be limited to visitors of the ~~zip-line~~ adventure park who are scheduled to take one of that day's daily tours. The service shall be short order sandwiches, snacks and drinks. No alcoholic beverages shall be allowed on site. Service shall not constitute a full service restaurant.
17. Tours of the park shall begin at 8:00 a.m. and be completed by 8:30 p.m. The last tour shall complete one-half hour before close.

18. ~~The adventure park shall be required to have a four foot high woven wire fence around the perimeter with a controlled road access (gated). All perimeter fencing shall be maintained by the property owner.~~
19. All ropes and platforms shall be required to be removed within 60 days if the adventure course is no longer in use.
20. This approval does not include a campground or a caretaker's residence. The property owner shall be required to obtain a separate conditional use approval for camping or a caretaker's residence to be located on the site.
21. No outdoor loud speakers or music shall be allowed on site.
22. The applicant must obtain a certification of restoration for the gravel pit from the County Conservation Division of LURM prior to use of the portions of the site needing restoration as depicted on the restoration plan. The certification shall include specific requirement providing time periods for permanent stabilization of the steep slopes.
23. The property owner may use ATVs and golf carts as a means of transport of visitors on the site. The ATVs and golf carts shall be driven by staff only. The site shall not be used as an ATV track/park by visitors. All motorized transport shall be restricted to the trails identified in the plan of operations. **No motorized vehicles shall be allowed within the 150 foot buffer zone as per the Town.**
24. The access road to the site must meet the access road width requirements and be stabilized in order to handle daily traffic proposed by the adventure park. This may include placements of asphalt on the existing road base if required by the Conservation Division during review of the erosion control permit application and plan.
25. Access (stairs/ladders) to the zip line rope platforms shall be closed off or removed prior to close of the park each day.
26. The Conservation Division recommends the site plan be modified to relocate the portions of the parking lot along the south property line to establish reclaimed slopes that can be stabilized with vegetation, rather than structural methods. The applicant will provide a construction and grading detail of this area.
27. The proposed structures for establishing zip-lines and any needed access roadways or trails are located on steep slopes and within Primary Environmental Corridor. If it is determined additional or improved access is needed, that will result in additional land disturbing activities or vegetation removal, it may be necessary for the County Zoning Agency to review and approve the plan modification and a more detailed land disturbance map for the project site.
28. The property owner shall file a deed restriction stating that the P-1 area may not be separated from the C-2 area.
29. The property owner shall file a CSM combining all tax parcels into one eliminating the interior parcel boundaries within one year of this approval.
30. The site plan shall provide for a 150 ft. buffer from the adjacent cemetery. **The trail system for hiking and biking shall be allowed in the 150 ft. cemetery buffer as per the Town.**
31. The property owner shall obtain approval of the amendment of the conditional use to add ~~two~~ **three** instructional yurts for use by staff to the site plan as shown from the Town prior to addition of the yurts to the site.
32. The temporary Welcome Center shall be located at N3219 County Road H as center of operation with transportation to and from the facility only being by way of a shuttle bus and operation of any ATV vehicles across County Road H shall be strictly prohibited as per the Town.
33. ~~The applicant shall have 30 months in which to use the temporary off site Welcome Center. The off-site Welcome Center shall be allowed to be used until January 1st, 2017 by which time the onsite welcome center shall have been built as per the Town. The conditional use will be required to come back to the Town for additional review by January 1st, 2017.~~
34. **There shall be no motorized vehicles allowed in the 150 ft. buffer zone as per the Town.**
35. **The property owner shall install signs along the trail noticing the proximity to the cemetery and cautioning against noise as per the Town.**
36. **No jumps, ramps or other obstacles shall be added to the trails.**
37. **The adventure park shall not be used for events separate from the zip line and use of the commercial trails as open to the public for a fee on a per person basis without additional conditional use approval.**

38. The property owner shall obtain Conservation Office review of the proposed trail construction prior to installation of any new trails consistent with condition #7 of this approval.

**Dave Weber motioned to approve. Seconded by Jim Van Dreser. Motion carried.
6-favor 0-oppose.**

Disc Count #6:08:36 – 6:20:27

4. **Woodhill Farm Nursery Inc., Cully and Sandi Pillman – Applicant**, Section 14, Linn Township. Conditional use approval for a second residence on a farm parcel for a family member that works on the farm. Part of Tax Parcel I L-14-9A.

Recommended conditions:

General:

1. Approved per plan submitted for a second residence on a farm for a family member with all additional conditions.
2. Must meet all applicable Federal, State, County and local regulations.
3. The applicant must obtain Township approval for access prior to construction on site.
4. No further land divisions of the parcel will be allowed without County approvals.
5. The applicant must obtain the required zoning approval for the construction of the residence prior to plat review and approval. The residence shall be used for the stated agricultural purpose consistent with this approval. The residence must be under construction prior to separation from the farm parcel.
6. Only one additional residence of any kind shall be allowed on the parcel without further County approval.
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:

Rich Brandl asks about lot size for 2nd residence. Cully Pillman indicates Town of Geneva asked for 5 acres.

**Dave Weber motioned to approve. Seconded by Tim Brellenthin. Motion carried.
6-favor 0-oppose.**

Disc Count #6:20:27 – 6:24:55

5. **D & J Gifts, LLC - Owner, Dennis M. Klumb Jr. – Rep./Applicant**, Section 13, Whitewater Township. Conditional use approval for an indoor and outdoor off season storage facility for boats on property zoned A-4 Agricultural Related Manufacturing, Warehousing and Marketing District. Tax Parcel DA1522-2.

General:

1. Approved as per plan submitted for an indoor and outdoor boat storage facilities with all additional conditions.
2. No general public sales allowed from the boat storage facility. No business activities other than specified in the plan of operations may be conducted from out of the boat storage facilities.
3. On site hours of operation shall be from 6:00 a.m. to 6:00 p.m. seven days a week.

4. Must meet all applicable Federal, State, County and local regulations.
5. Boats to be stored indoors may be located outside for drop-off and pick-up only. Boats for drop off and pick up shall be moved into the building or removed from the site on the same day.
6. Outside lighting shall be shielded and directed on site.
7. The applicant must obtain all required zoning permit approvals including a sign permit if different from the present sign.
8. No burning of waste materials shall occur on site.
9. The applicant must obtain the required Town, County and/or State Highway approval for the access.
10. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management permit from the County Conservation Office if required by ordinance.
11. 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. 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.
12. The project site must be kept neat, clean, and mowed in all areas.
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 outdoor boat storage area shall be relocated west of the existing storage building that is closest to Hwy 12 and north of the south end of the building as per the Town.

Jim Van Dreser requests a revised site plan with the new location for boats. Applicant will send in new site plan.

Jim Van Dreser motioned to approve. Seconded by Rich Brandl. Motion carried. 6-favor 0-oppose.

Disc Count #6:24:55 – 6:30:06

Adjournment

Dave Weber motioned to adjourn. Seconded by Rich Brandl. Motion carried. 6-favor 0-oppose

The meeting was adjourned at 6:30 p.m.

Submitted by Sheril Oldenburg, Recording Secretary.
Minutes are not final until approved by the committee at its next meeting.

DRAFT

**Walworth County Board of Supervisors
May 21, 2015 Finance Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Nancy Russell at 9:32 a.m.

Roll call was conducted. Members present included Chair Nancy Russell, Vice Chair Dan Kilkenny, Supervisors Kathy Ingersoll, Joe Schaefer and Paul Yvarra. A quorum was declared.

Others in Attendance

County staff: Deputy County Administrator-Finance Nicki Andersen; County Administrator David Bretl; County Treasurer Valerie Etzel; Sheriff's Office Business Manager Amanda Lagle; Comptroller Jessica Conley; Kevin Brunner, Director of Central Services/Public Works; Human Resources Director Dale Wilson; Captain Dana Nigbor, Sheriff's Office; Lisa Henke, Risk/Benefits Manager; Lori Muzatko, Health and Human Services Division Manager-Aging/Long Term Care and Resource Support

Members of the public: Ed Yaeger, 421 Water Street, Lake Geneva, Wisconsin; Ryan Barbieri and Matt Boray-M3 Insurance; Derek D'Auria, Director of Walworth County Economic Development Alliance (WCEDA)

On motion by Vice Chair Kilkenny, seconded by Supervisor Schaefer, the agenda was approved by voice vote.

On motion by Supervisor Ingersoll, seconded by Supervisor Schaefer, the April 30, 2015 special meeting minutes were approved by voice vote.

Public Comment – Chair Russell asked those wishing to speak to limit their comments to three minutes. Ed Yaeger, 421 Water Street, Lake Geneva, Wisconsin, thanked staff for distributing his May 17, 2015 correspondence with updates on Lake Geneva TIF #4 District. Mr. Yaeger expressed concern that transferring TIF projects violates the requirements for annual reporting and whether the Joint Review Board has received the planned project changes. He questioned how the City of Lake Geneva can convene a meeting of the Joint Review Board if they are not in fact complying with Wisconsin Department of Revenue regulations for closure of a TIF district.

Derek D'Auria, Director of WCEDA, proposed that the County consider adopting a policy for Property Assessed Clean Energy (PACE) financing to be available within the county. PACE allows business members to invest \$5,000 a year through an assessment method to make energy improvements to generate savings. Businesses utilizing PACE have reported good returns on initial investments. WCEDA would be willing to gather data and explore the feasibility of the program, and if adopted, would be willing to administer the program.

Unfinished Business

- Update regarding City of Lake Geneva tax incremental financing (TIF) district #4
County Comptroller Jessica Conley reported that the City of Lake Geneva has proposed a plan to the City's Plan Commission, and there will soon be a Joint Review Board meeting to consider other projects, including burying utility lines on Main Street, new City signage, completing the White River Trail (the City's trail), the Geneva Theater repair and razing the former Traver Hotel. Conley said they are still waiting for the TIF District's financial reporting for 2013 – 2014 to show they are in compliance on the individual projects to date. Vice Chair Kilkenny reported he spoke with County Administrator Bretl

about Delavan's TIF District. They hired an accountant to do a spreadsheet outlining each project by expenses to date, and as a result also discovered \$135,000 in cost recovery. Kilkenny questioned whether the State has received any special reports required of the TIF district. He suggested contacting Delavan's accountant to see if they would provide a template for the County to use in requesting financial documentation. Kilkenny asked what the County would receive if the TIF district closes, and Deputy County Administrator-Finance Nicki Andersen said it would be approximately \$2 million. Bretl said without financial documentation, the County cannot make informed decisions as a member of the Joint Review Board. Supervisor Yvarra said this issue has been going on for over two years, and the City has refused to comply. He feels the County should back away and not pursue it further. Chair Russell said over the course of the TIF district, the City of Lake Geneva has had different financial managers and doesn't think they engaged professional help to work on the information. She doesn't think their lack of action is deliberate. **Vice Chair Kilkenny made a motion, seconded by Supervisor Ingersoll, to authorize County Administrator Bretl to prepare a letter to the City of Lake Geneva requesting up to date financial documentation and reports on TIF District #4 and to include a spreadsheet template containing all of the information requested. The motion carried 5-0.** Bretl added that if the information isn't furnished as requested, the County could make an open records request for the documentation.

Consent items

Chair Russell asked that consent Items B.1, B.3, B.4, C.1, and D.1 be discussed separately.

Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to approve the remainder of the consent items below:

8A, Budget amendments

- Public Works - PW003 – Transfer funds from the East Troy scale for the Department of Public Works Department scale replacement

8B, Bids/Contracts

- Countywide employee assistance program – By motion approving the consent items, the award was made to Curalinc Healthcare.

8C, Reports

- Update on tax incremental financing (TIF) districts.

The motion carried 5-0.

8B, Bids/Contracts

- Third party administration services for health, dental and drug plans
Bretl said that the Human Resources Committee recommended approving Auxiant as the county's Third Party Administrator for health, dental and drug plans. Auxiant's overall pricing was higher than another vendor, and the committee recommended that staff proceed to evaluate another network, and the Focus Health program to pursue discounts. The Committee also authorized staff to begin negotiations with a local provider for a direct contract with deeper discounts. Chair Russell said she attended the Human Resources Committee meeting and the costs and program discounts were discussed at length. Human Resources Director Dale Wilson introduced Matt Boray and Ryan Barbieri of M3 Insurance, who assisted during the evaluation process. The third party administrator adjudicates claims, determines benefit levels, etc. Auxiant has been the County's third party administrator for a number of years, and although their overall pricing was higher, Wilson said they can close the cost gap by implementing a transparent program for employees to select providers based on quality and cost, possibly implementing another network, and negotiating separately with Mercy Health System to achieve a more favorable net cost of

claims. A second network layer with Madison area providers could also be pursued. Auxiant has aggressively pursued additional discounts on out of network claims and has been a good partner for the County by adding new solutions and promoting member satisfaction. Wilson said if Auxiant's network isn't competitive, there is an "out" clause in the contract. Chair Russell noted that the cost differential with the second highest rated proposer was upwards of \$700,000. Wilson said with adjustments mentioned above, he anticipates closing the gap. The Focus Health program is an optional incentive program for members, and could potentially result in \$450,000 savings in two years; however, Wilson cautioned that would be the very maximum savings. He added that claims vary every year as well.

Matt Boray said the fixed price estimates are known costs, and it is difficult to speculate on discount pricing and cost of claims. He added that choosing another provider would cause a disruption in administration, which would also be a cost factor. Boray said the Focus Health incentive program gives employees a tool to become better consumers of health care and make choices for themselves which can provide health savings to them individually and to the County. Wilson distributed a sample card from Focus Health listing local providers for inpatient and outpatient care, with a scorecard rating each one. Supervisor Ingersoll said she voted against awarding the contract to Auxiant and pursuing discount options at the Human Resources Committee meeting, because she was concerned that the program would erode people's relationships with their primary physicians. After digesting the information provided yesterday and from discussion today, she said she will now support the recommendation. **Vice Chair Kilkenny made a motion, seconded by Supervisor Yvarra, to recommend the proposal award to Auxiant for Third Party Administration Services for Health, Dental and Drug Plans, contingent upon the County pursuing the discount options recommended by staff, the county's insurance consultant and the Human Resources Committee. The motion carried 5-0.**

- Report of online sale(s) of tax foreclosure property

Treasurer Val Etzel said two bidders in the Village of Bloomfield accepted the County's offer to issue a Quit Claim Deed for parcels &B 1700004C and &PL 01246. The bidders will pay all fees associated with the filing of the Deeds.

- Discussion and possible action regarding establishment of minimum bids for unsold tax foreclosure properties

Etzel reported that there are two unsold foreclosure properties. She recommended that parcel #UA117600001 in the Village of Sharon be listed on Wisconsin Surplus for \$100. She recommended waiting to hear from the adjacent property owner to the Lake Geneva parcel (#ZBL 00027A) whether they will accept the County's offer to issue a Quit Claim Deed for the property. **Supervisor Schaefer made a motion, seconded by Vice Chair Kilkenny, to accept the Treasurer's recommendation on the unsold tax foreclosure properties. The motion carried 5-0.**

8C, Reports

- Quarterly investment report – 1st quarter 2015

Vice Chair Kilkenny offered a motion, seconded by Supervisor Yvarra, to accept the quarterly investment report for first quarter 2015. The motion carried 5-0.

- Out-of-state travel – The travel reports were approved with the consent items; however, Supervisor Ingersoll questioned a \$240/night room rate. Andersen said once local room sales are added, room rates can be exorbitant. Additionally, room prices are typically higher at or nearby to the conference venue;

however, and transportation costs back and forth from a remote location are usually also high, so staying farther away from a conference does not typically save money.

8D, Declaration of Surplus

- Recommendation to declare Sheriff's Office squad cars as surplus and to sell said vehicles at auction. **Supervisor Schaefer made a motion, seconded by Vice Chair Kilkenny, to approve the Sheriff's Office request to declare the requested squad cars surplus and to sell them on Wisconsin Surplus Online Auction. The motion carried 5-0.** Vice Chair Kilkenny asked Sheriff's Office Business Manager Amanda Lagle to provide reports to the Committee after surplus vehicles are sold.

New Business

- Ordinance **06/15 Amending Section 30-286 of the Walworth County Code of Ordinances Relative to the Sheriff's Office Jail Inmate Fees

Vice Chair Kilkenny moved to approve the Ordinance, seconded by Supervisor Yvarra. The motion carried 5-0.

- Discussion and possible action authorizing Sheriff's office to apply for the Department of Justice Body-worn Cameras Grant for fiscal 2016

Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to authorize the Sheriff's Office to apply for the Department of Justice grant funding for body-worn cameras. The motion carried 5-0.

- Resolution **06/15 Committing Children with Disabilities Education Board (CDEB) 2015 Fund Balances

Chair Russell reported that the resolution was recommended by CDEB 5-0. Andersen said 2014 was a good year for Lakeland School, and they will put additional funds in their debt service reserve, as well as equipment and building maintenance accounts. **Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to approve the resolution committing CDEB's 2015 fund balances. The motion carried 5-0.**

- Ordinance **06/15 Amending Section 30-182 of the Walworth County Code of Ordinances Relating to Net Position Reserves for Volunteers Medical Coverage

Andersen said the ordinance amendment is to clarify one of the sections in the ordinance on volunteer medical coverage. **Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to approve the ordinance amendment relative to volunteer medical coverage. The motion carried 5-0.**

Correspondence - There was none.

Confirmation of next meeting date and time. The next meeting date was confirmed for Thursday, June 18, 2015 at 9:30 a.m.

Adjournment

On motion by Vice Chair Kilkenny, seconded by Supervisor Schaefer, Chair Russell adjourned the meeting at 10: 55 a.m.

DRAFT

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, May 20, 2015
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 5:25 p.m. by Chair Dave Weber.

Roll call was conducted. Members present included Chair Dave Weber, Secretary Ken Monroe, Supervisor Kathy Ingersoll, Supervisor Joe Schaefer, and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance:

Board members: **County Board Chair Nancy Russell**

County staff: David Bretl, County Administrator; Tracy Moate, Director of Special Education; Dale Wilson, Director of Human Resources; County Board Chair Nancy Russell

On motion by Secretary Monroe, seconded by Supervisor Staples, the agenda was approved by voice vote with no withdrawals.

On motion by Secretary Monroe, seconded by Supervisor Staples, the March 18, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business

- Substitute staff pay

Director of Special Education Tracy Moate distributed information on Lakeland School substitute teacher usage and pay information from school districts in Walworth County. Moate noted that some of the contributing factors to the increases in substitute usage include filling in for a teachers on military and worker's compensation leave, vacancies mid-year, acceptance of new tuition students who require a one-on-one aide (reimbursed 100% from student's home district), and the increase in substitute pay from \$85/day to \$90/day on January 1, 2014. Moate requested an increase to \$100/day to serve as an incentive for recruiting. Moate noted that the handout on substitute pay within the county districts indicates that daily pay averages \$100/day. Chair Weber asked Moate if the \$100 daily rate is sufficient to recruit qualified individuals. Moate said she wanted to start with a small increase, adding most substitutes who elect to teach at Lakeland School are primarily motivated by their dedication to children with special disabilities. **Secretary Monroe made a motion, seconded by Supervisor Staples, to approve raising the substitute daily pay rate to \$100 per day. The motion carried 5-0.**

New Business

- Staff retirement resolutions

Moate reported that the School Psychologist, Joan Stradinger, is retiring after 24 years of service. Diane Flaherty is retiring after 22 years of teaching. Also, two long term teachers are resigning and transferring to the Whitewater School District as part of the transition to the school districts. Supervisor Schaefer made a motion, seconded by Secretary Monroe, to accept the staff retirement resolutions. **The motion carried 5-0.**

- Resolution **-06/15 Committing Children with Disabilities Education Board 2015 Fund Balances
Moate said this is for purposes of closing the 2014 fiscal year budget. In 2015, CDEB will put \$1,182,000 to future debt service, and dedicate \$174,500 for equipment/building maintenance.
Supervisor Ingersoll offered a motion, seconded by Secretary Monroe, to approve the resolution committing the 2015 CDEB fund balances. The motion carried 5-0.

- Resolution 18-05/15 Accepting the Donation of a Precor Adaptive Motion Trainer from the Geneva Foundation for Use at Lakeland School

The County Board approved the resolution at the May meeting, but Moate wanted to ensure this board had an opportunity to review the resolution. The Trainer is used in physical therapy to work with students to develop their gaits and walking patterns. Moate said she will send a copy of the resolution and a thank you to Geneva Foundation. **Supervisor Ingersoll made a motion, seconded by Supervisor Schaefer, to approve the resolution accepting the donation of the Precor Adaptive Motion Trainer. The motion carried 5-0.**

Reports & Correspondence

- CDEB Chair – Chair Weber had no reports or correspondence
- CDEB Director:
 - Update on School Fest – School Fest was a big success, netting \$25,000-\$26,000.
 - Graduation June 8, 2015, 7:00 p.m. - Moate invited the Board members to attend, and asked if they could be there by 6:45 p.m. to walk in with the graduates.
 - Senior Banquet May 27, 2015 – The Senior banquet is at Evergreen this year; there will be a formal meal with the graduates and their families, and a slide show presentation after dinner.
 - Last day of School June 11, 2015
 - Lifelong Empowerment Organization (LEO) (Geneva National) – Golf outing July 27, 2015
 - Summer School - Begins July 5
 - Genoa City I-Pad donation – Bill Lehner, Genoa City District Administrator, donated 15 I-Pads to the School when Genoa City upgraded theirs. Moate said the students wrote thank you notes to Mr. Lehner.
 - Update on vacancies – A teacher is relocating, and Joan Stradinger is retiring as School Psychologist. Moate is currently working with Human Resources Director Dale Wilson on researching pay ranges and job descriptions for the new School Psychologist/Director of Pupil Services. There will be a joint meeting with the Human Resources Committee on June 1 to discuss the position.

Confirmation of Next Meetings – There will be a special joint meeting with the Human Resources Committee on June 1, 2015 at 3:00 p.m. The next regular committee meeting was confirmed for June 17, 2015 at 5:00 p.m.

Adjournment

On motion by Secretary Monroe, seconded by Supervisor Ingeroll, Chair Weber adjourned the meeting at 5:45 p.m.

DRAFT

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, May 20, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 3:30 p.m. by Chair Rich Brandl.

Roll call was conducted with the following members present: Chair Rich Brandl, Vice Chair Tim Brellenthin, Supervisors Kathy Ingersoll, Ken Monroe and Rick Stacey. A quorum was declared.

Others in Attendance:

County Board Supervisors: County Board Chair Nancy Russell and Supervisor David Weber

County staff: County Administrator David Bretl; Human Resources Director Dale Wilson; Lisa Henke-Risk/Benefits Manager; Deputy County Administrator-Finance Nicki Andersen; Director of Special Education Tracy Moate

Members of the public: Ryan Barbieri and Matt Boray - M3 Insurance

Supervisor Stacey made a motion, seconded by Supervisor Ingersoll, to consider item 7. c. first after public comment period, and to approve the agenda as amended. The motion carried 5-0.

On motion by Supervisor Monroe, seconded by Supervisor Stacey, the April 29, 2015 meeting minutes were approved by voice vote.

Public comment – There was none.

New Business

- Discussion and possible action regarding a contract award recommendation for Third Party Administration Services for Health, Dental and Drug Plans

Human Resources Director Dale Wilson introduced Ryan Barbieri and Matt Boray from M3 Insurance, the County's insurance consultant. Wilson said the County is self-insured for health, dental, and drug plans. A request for proposals (RFP) was issued for third party administrators and staff and M3 were on the evaluation team. Matt Boray said they received five responses to the RFP; of those two were eliminated because they didn't meet the specifications. Auxiant and WCA Group Health-UMR a United Health Care Company (UHC) were the two top proposers. The evaluation committee independently unanimously rated Auxiant (the current provider) the highest. Ryan Barbieri said the pricing review shows a cost differential between Auxiant and UMR. As claims were repriced, there was a 5% differential in favor of UHC; however, generally there is a 2% margin of error, as projections are based on prior year claims. Also, UHC would only guarantee a 46% discount after excluding outlier claims in excess of \$100,000. Barbieri said Auxiant has pursued additional discounts on out of network claims and increased overall savings in 2014 to 48.3%. Barbieri said there are also options to pursue through Auxiant to maximize discounts to close the gap. Wilson recommended that the county remain with Auxiant and to pursue other discount options through The Alliance network or direct provider contracting, such as Mercy Health Systems. In addition, Auxiant is willing to provide a transparency based incentive program, Focus Health, to help members select higher quality providers at lower costs. Employee participation in Focus Health would be entirely voluntary. Discussion ensued on the cost disparity between providers. Barbieri said that Auxiant has agreed to "lock-in" for three years on their fixed fees. UHC fees would go up by 7% during the three year period. County Administrator Bretl said it is

important to note that the cost difference is \$700,000; he said he assumed if the proposal recommendation is to stay with Auxiant that it would be contingent upon pursuing other discount options.

Wilson said the Focus Health program could ideally generate \$450,000 a year in savings for the county. The incentive for participants would be a \$500 discount for inpatient services, and \$200 for outpatient services. Focus Health provides tools for provider selection on its website, with rankings and scorecards on providers in and outside the County's network. Lisa Henke said there would be no additional cost for implementing Focus Health. Wilson added that if employees choose not to use Focus Health, the County wouldn't lose any money; however, their participation in seeking discounts would benefit them and the county. Training would be conducted for all participants, and if approved, Focus Health wouldn't go into effect until January 1, 2016.

County Board Chair Russell expressed concern about people who are older or have health problems not wanting to switch physicians with whom they have long term relationships. Barbieri said the decision would most likely come into play if a primary care physician referred the patient to a specialist or to a facility for diagnostic tests. Supervisor Ingersoll said she fears this program might depersonalize the relationship and erode trust between patients and their doctors. Wilson reiterated participation would be voluntary.

Chair Brandl asked if adding The Alliance and/or negotiating with a local provider have been negotiated already, and Wilson said they could be added at any time to coincide with the new plan year. Wilson also said that Finance would be considering the contract at their meeting, but he wanted a recommendation from this committee to implement The Alliance and Focus Health and authorization to negotiate discounts directly with a local provider. **Supervisor Monroe made a motion, seconded by Supervisor Stacey, to recommend approval of Auxiant for third party administration services for health, dental and drug plans, to direct staff to evaluate The Alliance network and Focus Health program and to authorize staff to begin negotiations for a direct contract with a local provider for deeper discounts. The motion carried 4-1 with Supervisor Ingersoll voting No.**

- Discussion regarding receipt of 2014 Interactive Health Healthiest Company Award
Risk/Benefits Manager Lisa Henke announced that for the fifth consecutive year, the County has received the award from Interactive Health, who provides the annual wellness screenings.

- Discussion and possible action regarding adopting the County's Affirmative Action Plan for 2015 – 2017

Wilson said the memo in the agenda packet from Human Resources Manager Donna McIntyre summarizes the positive accomplishments from the previous plan, and goals for the 2015-2017 plan. Wilson said the county is still challenged by under-utilization of Hispanics in the current workforce. **Supervisor Stacey made a motion, seconded by Supervisor Ingersoll, to approve the County's Affirmative Action plan for 2015-2017. The motion carried 5-0.**

- Discussion and possible action regarding a contract award recommendation for countywide Employee Assistance Program vendor

Supervisor Stacey made a motion, seconded by Vice Chair Brellenthin, to recommend the award of the contract for the Employee Assistance Program to Curalinc Healthcare, in the amount of \$35,965. The motion carried 5-0.

- Discussion and update on CDEB recruitment and discussion of potential special Human Resources Committee meeting

Wilson said Lakeland School's psychologist is retiring, and in the 24 years she has been here, the title and job duties of that position have changed. It was discovered that pay rates are not competitive to recruit a qualified candidate. Wilson said there is some urgency to this issue, as the school contracts are to be signed by June 15. A special committee meeting may need to be held. Director of Special Education Tracy Moate said the psychologist at Lakeland School is also a member of the administrative team, is involved in crisis intervention situations, is the director of pupil services, and performs social work and testing duties. Educational requirements for the position have changed over the years as well, Moate said. The department advertised the position for two and a half weeks and only a few applicants responded, one of whom is qualified for the position and excited to work in the School environment; however, the School's highest pay range for the position is currently \$8,000 - \$10,000 lower than what the candidate is currently making. Moate added that in looking at the hourly rate of their teachers, the teachers are earning a higher hourly wage than the psychologist would make. She said after reviewing the Department of Public Instruction data to see what similar positions pay in nearby counties, Lakeland School is at the extremely low end of the market analysis. Chair Brandl asked why the psychologist would supervise teachers. Moate said they evaluate staff plans, staff and teacher development, and develop and administer tests. From that, the psychologist makes recommendations as to what the special education needs are that will be administered by the teachers in the classroom. Moate said if the School were to opt for an outside contractor to fill the position, the costs would be astronomical. Bretl said another meeting needs to be held to establish a new pay range and title for the position. **Supervisor Stacey made a motion, seconded by Vice Chair Brellenthin, to hold a special Human Resources Committee meeting on Monday, June 1 at 3:00 p.m. The motion carried 5-0.** [Recorder's note: Subsequent to this meeting, it was decided to hold the special meeting jointly with the Children with Disabilities Education Board (CDEB).]

Reports/announcements by Chairperson – The Chair had no reports or announcements.

Confirmation of next meetings. There will be a special committee meeting on Monday, June 1 at 3:00 p.m. The next regular meeting was confirmed for Wednesday, June 17 at 3:30 p.m.

Adjournment

On motion by Supervisor Monroe, seconded by Supervisor Stacey, Chair Brandl adjourned the meeting at 5:16 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

HONEY LAKE PROTECTION AND REHABILITATION DISTRICT

BOARD OF COMMISSIONERS

JOHN LUTZ: CHAIRMAN; (re-elected for 3-year term, 8/25/13)

JUDITH CORRELL: SECRETARY; (re-elected for 3-year term, 8/24/14)

JOE KOLOSSO: TREASURER; (appointed 1/1/14 for bal. of 3-year term, expires 2015)

MICHAEL WEINKAUF: ROCHESTER VILLAGE TRUSTEE REPRESENTATIVE

DONALD TRIMBERGER: SPRING PRAIRIE TOWN SUPERVISOR AS OF APRIL 2011

ROBERT E. McINDOE: REP. OF WALWORTH COUNTY CONSERVATION THRU 5/1/16.

MAY 19, 2015, MONTHLY MEETING

Present: Lutz, McIndoe, Kolosso, Correll, Trimberger

Absent: Weinkauf

Meeting was called to order at 7:03 p.m. by Chairman Lutz.

Secretary Correll read the minutes of the April 21, 2015 meeting which were subsequently approved. Treasurer Kolosso read the April, 2015 Treasurer's Report which was subsequently approved. (Copies of minutes and Treasurer's report attached.)

Old Business:

Chairman Lutz reported that the Charles Koudelka, the Honey Lake resident who had expressed an interest in being the District's maintenance man, has been "recalled" back to his former part time job and is no longer interested/available for the maintenance job. Lutz indicated that he has hired another local Honey Lake resident, Jessica Kinkeeng, age 21, who expressed interest in the job. She is the mother of two young children who has someone to watch them while she is doing the maintenance work. She will be paid \$9;00/hour to start, with a possible increase after a probationary period. McIndoe asked if she was sturdy and strong enough to handle some of the work, and Lutz indicated she was. Chairman Lutz will provide her with the gloves, safety glasses, ear plugs, and wading boots necessary during her work.

Chairman Lutz indicated that the lake level is being raised, but that the weather has caused much high level weed growth.

Chairman Lutz met with Jeff Johnson and a contractor to review and discuss the drawdown device issue. The contractor indicated that patching the failed concrete areas could not be guaranteed to last for more than a year. After their discussion, they decided to delay fixing the drawdown device until next Fall, giving them time to come up with possible better alternatives, and to proceed with raising the lake level at this time.

Discussion held on the potential meeting with the contractors to discuss and resolve the repairs necessary to correct the improper drainage on County Line Blvd. Resolved that Chairman Lutz should arrange that meeting to be held on-site later in an afternoon. Meeting notice will be required to be posted.

Treasurer Kolosso reported that the property owners next to him who want to build a garage on their property have found that a gas line will have to be "relocated". (Ref last month's report)

There was no "new business" to discuss, but Chairman Lutz did give a brief report on the Wisconsin Lakes Assoc. meeting he recently attended.

Treasurer Kolosso read the bills ready for payment, with a payment motion made/seconded.

With no further items to address, a motion was made & seconded to adjourn at 8:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "R Mac", with a horizontal line underneath.

Robert E. McIndoe 5/20/15

HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



COMMISSIONER'S MEETING
ROCHESTER VILLAGE HALL
300 W. SPRING ST.
May 19, 2015 @ 7:00 P.M.

AGENDA

Call the Meeting to Order

Secretary's Report: April 21, 2015

Treasurer's Report: April 2015

OLD BUSINESS

1. Reports
2. Lake Project

NEW BUSINESS

1. Employment Discussion
2. Drawdown Update
3. County Line Blvd.
4. Monthly Bills

ADJOURN

HONEY LAKE

**Protection and
Rehabilitation District**

P.O. Box 565

Burlington, WI 53105



Commissioner's Meeting

April 21, 2015

Chairman Lutz called the meeting to order at 7:05 P. M. at the Rochester Village Hall.

Commissioners present were John Lutz, Judith Correll, Joseph Kolosso, Robert McIndoe and Michael Weinkauf.

The minutes of the March 17, 2015 meeting were read. A motion to approve the minutes was made by Michael Weinkauf, seconded by Robert McIndoe and carried.

The treasurer's report was read, copy attached. A motion to approve the report was made by Michael Weinkauf, seconded by Robert McIndoe and carried.

OLD BUSINESS

The deputy for the Village of Rochester was in attendance. Mr. Kempken is again using his home for keeping his work equipment. He has been fined numerous times and still brings his equipment home. He is required to have a conditional use permit. He had built a building mainly for servicing his equipment but cannot keep the equipment outside of the building on the property. The deputy will check with the building inspector on this matter. He is also driving on the dike with his tractor. We will consider issuing a trespassing violation because the dike is a walking path and the tractor leaves ruts, which could make it a hazard for walkers.

Chairman Lutz has talked with Jeff Johnson regarding putting the boards in the dam.

Chairman Lutz has not done anything regarding the two gentlemen who wanted to purchase part of Kenmore Road.

HONEY LAKE

**Protection and
Rehabilitation District**

P.O. Box 565

Burlington, WI 53105



April 21, 2015 Page 2

Chairman Lutz talked to the contractor who put the blocks in the park. Commissioner Kolosso had been walking in the park and noticed that the blocks were loose. The contractor is going to glue them down so they cannot be moved when he puts the sand in.

Chuck Koudelka, who applied for the maintenance position, is not going to be able to take the job. We will need to find someone else. Chairman Lutz posted the notice in the kiosk.

NEW BUSINESS

The drawdown device has some concrete damage. Chairman Lutz has talked with Jeff Johnson regarding the repairs. There is also a type of non-wood material to use instead of wood boards, which would not deteriorate like wood. A motion to fix the ice damage and replace the boards in the drawdown device using the non-sinking fund to pay the cost of the repairs was made by Michael Weinkauff, seconded by Robert McIndoe and carried.

A property owner requested that we allow them to put a driveway to County Line Blvd. because they would like to put up a garage. Discussion took place. He is a neighbor of Commissioner Kolosso.

We had talked about meeting with the pavers that did County Line Blvd. at the road as soon as the weather permits.

Commissioner Lutz and Commissioner Kolosso will be attending the WAL convention this weekend.

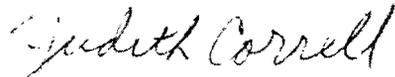
BILLS SUBMITTED AS FOLLOWS:

Comm. Comp.	John Lutz	\$200.00
“ “	Judith Correll	\$175.00
“ “	Joseph Kolosso	\$175.00
“ “	Michael Weinkauf	\$ 25.00
Cutting Edge Lawn Maintenance	Spring Cleanup	\$435.00
Cutting Edge Lawn Maintenance	Mowing & trimming 2 times	\$290.00

A motion to approve the bills was made by Robert McIndoe, seconded by Michael Weinkauf and carried.

A motion to adjourn, subject to recall, was made by Robert McIndoe, seconded by Michael Weinkauf and carried at 7:55 P. M.

Respectfully submitted



Judith Correll, Secretary

HLPRD

Honey Lake Protection & Rehabilitation District

Treasurers Report

April 2015

Joseph Kolosso

Treasurer

Honey Lake Protection and Rehabilitation District
Regular Checking-April 2015-For Fiscal Year 2014-2015

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Category</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
4/1/2015			Starting Balance			\$22,361.03
4/1/2015	4283	Snow Solutions LLC Snow Plowing Contract 12 of 18	Roads	\$3,200.00		\$19,161.03
4/14/2015		Walworth County	Lottery Credit		\$288.42	\$19,449.45
4/20/2015		Racine County	Lottery Credit		\$361.27	\$19,810.72
4/21/2015	4284	John Lutz	Commissioners Compensation	\$200.00		\$19,610.72
4/21/2015	4285	Judith Correll	Commissioners Compensation	\$175.00		\$19,435.72
4/21/2015	4286	Joseph Kolosso	Commissioners Compensation	\$175.00		\$19,260.72
4/21/2015	4287	Mike Weinkauf	Commissioners Compensation	\$25.00		\$19,235.72
4/25/2015	4288	Holiday Inn-Stevens Point	Lodging for WLP Convention	\$211.98		\$19,023.74
4/29/2015	4289	John Lutz-Refund	Convention Expenses Mileage	\$181.61		\$18,842.13
4/30/2015	Deposit	Chase Bank-Interest	Interest		\$0.16	\$18,842.29
4/30/2015			Ending Balance			<u>\$18,842.29</u>

Honey Lake Protection and Rehabilitation District
Payroll Checking-April 2015-For Fiscal Year 2014-2015

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
4/1/2015		Starting Balance			\$9,973.30
4/30/2015	Deposit	Chase Bank-Interest		\$0.08	\$9,973.38
4/30/2015		Ending Balance			<u>\$9,973.38</u>

Honey Lake Protection and Rehabilitation District
Non-Lapsing Fund-April 2015-For Fiscal Year 2014-2015

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
4/1/2015		Starting Balance			\$75,008.41
4/30/2015	Deposit	Chase Bank-Interest		\$0.61	\$75,009.02
4/30/2015		Ending Balance			<u>\$75,009.02</u>

DRAFT

**Walworth County Board of Supervisors
May 18, 2015 Public Works Committee Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Rick Stacey at 3:30 p.m.

Roll call was conducted. Members present included Chair Rick Stacey, Vice Chair Nancy Russell, Supervisors Ken Monroe, Joe Schaefer and Paul Yvarra. A quorum was declared.

Others in Attendance

County Board Supervisors: Rich Brandl

County staff: County Administrator David Bretl; Director of Central Services/Public Works Kevin Brunner; County Engineer Joe Kroll; Human Resources Director Dale Wilson; Facilities Manager John Miller; Lt. Jamie Green; Public Works Finance Manager Joeann Evans; Deputy County Administrator-Finance Nicki Andersen

Members of the public: Jeffrey Hazekamp and Adam Hertel, Angus Young Associates Architects

Public comment – There was none.

On motion by Vice Chair Russell, seconded by Supervisor Yvarra, the agenda was approved with no withdrawals by voice vote.

On motion by Supervisor Monroe, seconded by Vice Chair Russell, the April 27, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Regular Business

- Presentation of Schematic Plans for the DPW Maintenance Facility/Authorization to Proceed with Construction Plans (Angus Young Architects)

Central Services/Public Works Director Kevin Brunner reminded the Committee a year ago, the conceptual and site plans were approved for the new Public Works maintenance facility, which will be located in front of Public Works between County Road NN and the front parking lot of the office building. In February, Angus Young Architects were hired for the schematic design of the facility. Brunner said working with the architects has brought a lot of added value to the project, and as a result, the building footprint is smaller than the original because of identifying better efficiencies. The Public Works mechanics were all involved during the design process, as were Highway Operations Manager Larry Price, Engineer Joe Kroll and Facilities Manager John Miller. They visited six maintenance facilities throughout the state, and incorporated some of the best features they saw in each building. Brunner said at this point they are on target with the budget, which includes a healthy contingency and equipment allowances. After the architect presentations, Brunner asked the committee to approve the schematic design and the colors for the exterior of the building.

Jeffrey Hazekamp and Adam Hertel from Angus Young presented the schematic design plans. Hertel said the design emphasizes the horizontal part of the building to balance the height of the facility. The building will be precast concrete, and they propose using exposed aggregate finishes on the lower exterior with a sandblasted finish on the top. In order to maximize daylight, there are small punched windows around the perimeter of the facility. The north side of the building has large expanses of windows, which will improve energy efficiency. Exterior Color Option "A" has darker trim and accents

at the lower corners. Option "B" has a lighter trim and different corner accents. Hertel and Hazekamp presented specifics of the design, which included relocating overhead doors to minimize heat loss, utilizing the existing parking lot and housing the fleet manager, tire shop, bulk fluids near the driveway closest to the existing shop. There will be 12 heated mechanic bays and a welding bay. Extra storage has been added, including mezzanine space over the employee and parts areas. There will be two 7-1/2 ton cranes, and an auxiliary 2 ton crane. Destratification fans will be installed above the cranes. **Supervisor Monroe made a motion, seconded by Vice Chair Russell, to approve Option "A" for the exterior color scheme. Motion carried 5-0.** County Administrator David Bretl encouraged the committee to raise any concerns they had on design. Vice Chair Russell said the architects and employees worked well together in developing a design that best meets their needs. **Vice Chair Russell made a motion to approve the schematic plans for the Public Works maintenance facility and to proceed with the construction documents. Supervisor Monroe seconded the motion and it carried 5-0.** Brunner said the construction bid documents will be brought back to committee in September for final review and possible bid award in November.

Supervisor Monroe made a motion, seconded by Supervisor Yvarra, to approve the project schedule. The motion carried 5-0.

- Award of DPW Above Ground Truck Scale

Glen Fern Construction was the low bid, at \$113,200, for the truck scale. A budget amendment to transfer additional funds from the East Troy salt dome project will be discussed at the Finance Committee meeting. **Vice Chair Russell made a motion, seconded by Supervisor Schaefer, to approve the award of the DPW above ground truck scale project to Glen Fern Construction, contingent upon Finance Committee approval of a budget amendment to transfer funds. The motion carried 5-0.**

Supervisor Monroe was excused at 4:15 p.m.

- Award of Roadway Materials

Brunner said staff recommends award to eleven pre-qualified vendors. He commended Highway Operations Manager Larry Price and staff for contacting all of the pits in the area to submit bids. Bretl said pre-qualifying the vendors allows staff the flexibility to choose the pit closest to the roadwork projects. **Supervisor Yvarra made a motion, seconded by Supervisor Schaefer, to award the roadway materials to the recommended vendors. The motion carried 4-0.**

- Discussion/Consideration of County Support for Wisconsin Southern Railroad TIGER Grant

Brunner asked for support from the Committee to apply for federal funding on behalf of the Wisconsin River Rail Transit Commission (WRRTC). The TIGER Grant would be applied towards rehabilitating a 36-mile freight rail line located in southern Wisconsin. WRRTC would contribute \$500,000 toward the non-federal match. The State, WRRTC and Wisconsin & Southern Railroad will contribute 53% of the total project cost. **Vice Chair Russell made a motion, seconded by Supervisor Yvarra, to approve WRRTC applying for the TIGER grant. The motion carried 4-0.**

- Discussion/Approval of County Local Bridge Grant Application for Peters Road Bridge Replacement and Memorandum of Understanding with Town of Sharon

Brunner said that the Peters Road bridge has been closed since last summer because of safety concerns. Since then, Public Works and the Town of Sharon have had discussions with Wisconsin & Southern Railroad, the Railroad Commissioner, members of the State legislature and the WRRTC concerning responsibility for funding and replacement of the bridge. Since the WRRTC owns the bridge, officials at

the State said it would be better for the county to apply for the local bridge grant funding as agent of the state. The Town of Sharon and Walworth County, prior to submittal of the grant application for Peters Road, need to execute a Memorandum of Understanding (MOU) regarding the Town assuming future ownership of the bridge, as well as who will be responsible for costs associated with the application, i.e., engineering estimates of total bridge replacement costs and conceptual design. Brunner said the Town has indicated they would pay the direct costs associated with the application for funding. Brunner added the County's rating system currently has the bridge on CTH DD over Sugar Creek as a higher priority for replacement. Larry Price, Highway Operations Manager, explained that the bridge rating system is a federal system, which is administered through the state. Price is a certified bridge inspector, and he said a bridge must have a sufficiency rating below a 50 to qualify for local bridge grant funding. The sufficiency rating on the bridge over CTH DD is 45, and the Peters Road bridge is 46. Vice Chair Russell said she believes the Peters Road bridge should receive priority, as it's been closed for a year, and the bridge on CTH DD is still open. Price said that when prioritizing bridges for replacement, average daily traffic counts (ADT) are also taken into consideration. The bridge on CTH DD has a much higher ADT than the Peters Road bridge. Price added that there was no official order to close the bridge in Sharon; however, from a safety standpoint, it was prudent to do so. The bridge is functionally obsolete; the guardrails are badly deteriorated and are not crash worthy. Even if funding was awarded for the Peters Road bridge project, the earliest construction could take place would be 2018-2019, due to the required lead times for WisDOT bridge design review and approval processes. Price noted that none of Walworth County's bridges received funding during the last grant cycle. Brunner said there are 13 county bridges below sufficiency, and grant funding is not sufficient to meet the demand. Brunner said a lot of counties are facing the problem of failing infrastructure, particularly bridges. He suggested investigating alternative revenue sources, such as increasing registration fees. A \$5 increase in registration fees could generate \$600,000 a year in revenue. The funding problems will exacerbate; four bridges in Walworth County were closed at one point last year.

Supervisor Rich Brandl, who is also Chair of the Town of Sharon, said he agrees with the County applying for funding for replacement of the Peters Road bridge, and agrees with the terms in the MOU concerning the Town paying for all of the funding application costs. However, he does not agree with the prioritization of the CTH DD bridge over the Peters Road bridge. He expressed concern that another bridge in the Town has already been lowered to a 5 ton limit; if that bridge failed and was closed, residents would be landlocked. **Vice Chair Russell made a motion to remove the bridge prioritization from the MOU with the Town of Sharon, and to authorize staff to submit the application for Local Bridge Grant funds. Supervisor Yvarra seconded the motion and it carried 4-0.** Brunner will research funding alternatives and bring the options to a future committee meeting.

- Update on 2015 projects

Lake Beulah Dam replacement: The diversion channel has been installed, and the project is on schedule.

CTH NN: – The project is currently three weeks behind because they are waiting on Charter Communications.

White River County Park – The barn roof replacement is underway.

Performance Based Maintenance projects with the State: The county will be doing crack filling on the Burlington bypass, and quotes on three other projects will be submitted to the State.

Sheriff's shooting range – There was an access issue with the township, but it has been resolved.

Construction is expected to start in early summer. There will be no formal groundbreaking ceremony.

Confirmation of Next Meeting – The next meeting was confirmed for Monday, June 15, 2015 at 3:30 p.m.

A motion to adjourn was made by Supervisor Yvarra, seconded by Supervisor Schaefer. The motion carried 4-0 and Chair Stacey adjourned the meeting at 4:59 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

DRAFT

**Walworth County Board of Supervisors
Land Conservation Committee Meeting Minutes
Monday, May 18, 2015 at 2:00 p.m.
Walworth County Government Center
County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Nancy Russell at 2:17 p.m.

Roll call was conducted. Members present included Chair Nancy Russell, Supervisor Dan Kilkenny, USDA/FSA Representative Matt Polyock and Citizen Member Rosemary Badame. A quorum was declared. Charlene Staples arrived at 2:18 p.m.

Others in Attendance:

County Staff: Michael Cotter, Director of Land Use and Resource Management (LURM)/Deputy Corporation Counsel; David Bretl, County Administrator; Fay Amerson, LURM Urban Manager; Brian Smetana, LURM Sr. Rural Technician; Supervisor Rick Stacey

On motion by Supervisor Kilkenny, second by Citizen Member Badame, the agenda was approved with no withdrawals.

On motion by Supervisor Kilkenny, second by USDA/FSA Representative Polyock, the April 27, 2015 Land Conservation Committee meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- Discussion/Possible Action – Walworth County Land and Water Resource Management Plan - 5 Year Extension – Fay Amerson and Brian Smetana

Fay Amerson, LURM Urban Manager, stated the Board previously received the five year work plan that accompanies the Land and Water Resource Management Plan. The plan defines goals, objectives, tasks and activities the Land Conservation staff will implement over the next five years. The Land and Water Conservation Plan is a multi-year plan approved by the Department of Agriculture. Land Conservation will be requesting another five year extension while presenting the updated plan to the State in August. Amerson gave a brief overview of the memo and Draft 5-Year Work Plan that were distributed to committee members. She stated that “Groundwater” was added to Goal No. 1, and Item 6 under Objectives was added as recommended by Chair Russell recognizing farm operators for exemplary land and water conservation achievements. Objective No. 7 under Goal No. 2 was added to protect shorelands and waterways from adverse impact caused by development and vegetation removal and to assist the Walworth County Zoning Division with implementing the new shoreland zoning standards contained in NR 115. The word “Springs” was added to Goal No. 5. Objective No. 8 under Goal No. 6 was added to provide assistance to Walworth County Wastewater Treatment Plants (WWTP) to achieve phosphorus reduction goals. Brian Smetana, LURM Sr. Rural Technician, stated the Department of Natural Resources (DNR) is currently requiring all WWTP in the state to reduce phosphorus output. Amerson stated that staff hours were adjusted along with various editing corrections. Michael Cotter, Director of LURM/Deputy Corporation Counsel, mentioned the possibility of adding the Farmland Technology Days to this plan. Cotter offered the committee a viewing of the LURM power point that will be presented to the state. Chair Russell requested a viewing once LURM was ready to present it. **Supervisor Kilkenny made a motion, second by Citizen Member Badame, to approve the Walworth County Land and Water Resource Management Plan - 5 Year Extension with the caveat that the Walworth County Farm Technology Days Proposal be included. Motion carried 5-0.**

- Discussion/Possible Action – Walworth County Farm Certification Proposal – Nancy Russell
Cotter mentioned that Smetana added this matter to the previous proposal and motion. He suggested the process not include something that has to be purchased, shows favoritism, or applies pressure on a neighboring farm. Chair Russell asked Matt Polyock, USDA/FSA Representative, for his opinion. Polyock stated his original thought was that this would be a positive way to recognize farms that are following the requirements, but also agrees the program could also be the source of some challenges. Chair Russell stated farmers may not want to go through the tax credit process and this may be a way to get them involved. Cotter stated that LURM conducts a landscaper workshop that is well attended and there is an incentive to be placed on a list after going through the workshop. The 5-Year Work Plan is written to come up with the methodology for certification. Chair Russell asked LURM and the committee to think about a process that is fair and leaves little room for speculation.

- Discussion/Possible Action – DNR Approval of Amendment to Regional Water Quality Management Plan/Village of Walworth – Michael Cotter
Cotter informed the committee that this was approved and is merely informational. **Supervisor Kilkenny made a motion, second by Supervisor Staples, to place the DNR Approval of Amendment to Regional Water Quality Management Plan/Village of Walworth on file. Motion Carried 5-0**

- Discussion/Possible Action – Sewer Service Area Amendment / Village of Mukwonago – Michael Cotter
Cotter gave a brief overview of the Sewer Service Area Amendment for the Village of Mukwonago. He pointed out that the entire area is within the boundary agreement between the Village of Mukwonago and the Town of East Troy and that Neal Frauenfelder, LURM Senior Planner, performed his review and nothing warranted a notice to the DNR. **Supervisor Kilkenny made a motion, second by Citizen Member Badame, to place the Sewer Service Area Amendment/Village of Mukwonago on file. Motion carried 5-0**

- Discussion/Possible Action – Recognition of Greg Igl nearly 40 years with NRCS – Michael Cotter
Cotter briefly announced Greg Igl's retirement after approximately 40 years of service with National Resource Conservation Services (NRCS). Amerson stated that the retirement party will take place on Sunday, May 31st from 1:00 p.m. to 5:00 p.m. at Sunset Park at the recreational multi-purpose facility located at 200 Devendorf Street, Elkhorn, WI 53121.

Confirmation of next meeting – The next meeting was confirmed for Monday, June 15, 2015 at 2:00 p.m.

Adjournment

On motion by Supervisor Kilkenny, second by Supervisor Staples, the meeting adjourned at 2:54 p.m.

DRAFT

**Walworth County Board of Supervisors
Park Committee Meeting Minutes
Monday, May 18, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 1:00 p.m. by Vice Chair Nancy Russell

Roll call was conducted with the following members present: Vice Chair Nancy Russell, Supervisor Charlene Staples and Citizens Member Michael Hurlburt and Mariette Nowak. A quorum was declared. Chair Kilkenny arrived at 1:50 p.m.

Others in Attendance:

County staff: County Administrator David Bretl; Central Services/Public Works Director Kevin Brunner
Members of the public: Maggie Zoellner and Gerald Peterson, Kettle Moraine Land Trust (KMLT); Lynn Ketterhagen, Charles Colman and Merilee Holst, Geneva Lake Conservancy, Inc. (GLC)

On motion by Citizen Member Hurlburt, seconded by Supervisor Staples, the agenda was approved by voice vote with no withdrawals.

On motion by Supervisor Staples, seconded by Citizen Member Nowak, the March 16, 2015 meeting minutes were approved by voice vote.

Public comment period – There was none.

Regular Business

- Update on Memoranda of Understanding with Geneva Lake Conservancy and Kettle Moraine Land Trust

Central Services/Public Works Director Kevin Brunner said both organizations prepared an annual report on the accomplishments from the past year. Brunner asked that their reports also be provided to the County Board. Lynn Ketterhagen, Manager of Operations and Land Protection for Geneva Lake Conservancy (GLC), gave a presentation on the White River County Park. Over the last year, a Friends of the White River County Park group was formed. GLC received a large private donation for the bridge at the park. With the Park master planning sub-committee, GLC developed the master land plan for the existing natural areas. They did a prescribed burn in the northern areas of the Park a few weeks ago, and equipment used in the burn was donated through a grant acquired by GLC. GLC has promotion of the Park on their website with links to County webpages. They also promote through Facebook and email, reaching approximately 1,500 people. The volunteer work days at the Park have been very successful and also promote use of the Park. GLC Board members met with State Representatives August and Loudonbeck and urged them to support continued funding for the Knowles Nelson Stewardship grant program. Ketterhagen said she looks forward to continuing the productive relationship with the County and the Friends Group. Charles Colman, Chair of the GLC, said the challenge will be to keep citizens engaged in the continued development and improvement of the Park. Citizen Member Hurlburt asked if the sign for the Park was erected along STH 50. Brunner said the State wouldn't allow it, but he would check to see if a private landowner would be willing to allow the sign on their property.

Gerald Peterson, President of the Kettle Moraine Land Trust (KMLT) thanked Brunner and Public Works staff for their cooperation and assistance in completing the conceptual plans. The partnership with the County is a wonderful opportunity to involve more members of the community, and Peterson said both entities can reach different segments of the population. Maggie Zoellner, KMLT Program Manager,

presented the annual report on the land management plans for Natureland Park and Price Park Conservancy. Developing the master plans gave them a starting point to identify goals and areas within the parks needing immediate attention. The plans are communication tools to grow community interest in preserving the parks. In the management goal stage, there were several site visits which included representatives from the Park Committee, SEWRPC biologist, Public Works staff and KMLT directors. In July, KMLT hosted a walkthrough at Natureland with Public Works staff, members of the community and representatives from the Whitewater-Rice Lake Management group and Whitewater Lions Club. KMLT assisted Public Works in preparation and submission of the Wisconsin Department of Natural Resources (DNR) County Conservation Aid Grant application, which was awarded to the County. At Price Park, KMLT organized and participated in clearing the woodland edge which was expanding into the open meadow area and crowding out native species. Herbicides have been applied and trees to be saved marked by Public Works crews. At Natureland Park, KMLT met with the local Boy Scout Council and other groups. KMLT will be delivering a presentation to the Whitewater Lions Club to stimulate interest in a Friends Group. KMLT has delivered presentations to the Urban Forestry Council and Whitewater Kiwanis Club. August 26, 2015 has been designated as National Dog Day, and KMLT wants to hold an event at the dog park at Price Park, with a speaker from the DNR to talk about “canines and their wild cousins.” Zoellner said she is proud of the achievements over the year through the partnership with the County and thanked the staff at Public Works for their cooperation and hard work. Zoellner added that there are smaller projects at the parks which can be completed by volunteers or interns. Vice Chair Russell suggested contacting Colleen Lesniak, the County’s Volunteer Coordinator.

- Update on Park Projects

Brunner thanked GLC and KMLT for their hard work and expertise, adding that without their generosity the County wouldn’t have been able to accomplish the work that was done in the parks over the last year. Brunner noted Public Works has hired four Limited Term Employees to work on county grounds and in the parks this summer. The Huber workforce will also assist.

White River County Park – The application for stewardship funding has been submitted for 14 acres of prairie grassland restoration, for asphalt paving of the existing parking lot, construction of a picnic shelter, a bridge access road, an access road to the canoe/kayak launch and shelter, and enhancements to the canoe launch area. The house has been razed, and the barn roof replacement project should be completed within the next two weeks. An Eagle Scout candidate plans to put in timbers for steps up from the river by the canoe/kayak launch. On June 6, there will be a work day at the Park from 8:00 a.m. to noon.

Price Park - Prairie restoration is underway and the Sugar Creek fen project should begin early next year. With assistance from KMLT, the County doubled its conservation aids. New signs at Natureland and Price parks will be installed, identifying the partnership with KMLT. Brunner said he talked to a lady at the dog park, and she said there were at least 30 dogs at the “bark” park one Saturday. Brunner has received numerous requests for separate areas for large and small dogs, and will check on pricing for extra fencing.

Vice Chair Russell asked Brunner to check with the Friends Group to ensure they obtain waivers when they give canoe/kayak rides.

- Consideration of Request to Sponsor National Dog Day (August 26) Event at Price Park Conservancy
Maggie Zoellner asked if the County would be willing to help KMLT advertise and defray some expenses for the event, which she estimated wouldn’t exceed \$250.00. **Supervisor Staples made a motion,**

seconded by Citizen Member Nowak, for the County to sponsor National Dog Day on August 26 at Price Park. The motion carried 4-0.

- Review Draft Ordinance on Native Plants

County Administrator Bretl included two draft versions of ordinances for use of native species on county grounds/parks. The first prohibits non-native species in county parks; the second would allow for planting of some non-native species, but establishes a percentage limit. Citizen Member Nowak distributed two handouts on suggested language for the ordinance, as follows: “Because of the many benefits that they provide, the county shall plant, or cause to be planted only regionally native species in any county-owned park.” For the definition of “native species,” Nowak suggested: “For the purposes of this section, regionally native species shall mean plants native to Wisconsin or a state that borders Wisconsin, as listed in The Biota of North America Program (<http://www.bonap.org>) and will exclude cultivars of native plants. When the source of seed or plant stock is known, only sources within a 200-mile radius of Walworth County should be used. If no source is available within the radius, substituting an appropriate native species should be considered.” Nowak added that exceptions can be included, such as agricultural crops on lands rented out by the county; edible crops, such as vegetable gardening; and lawns in picnic areas.

Vice Chair Russell said she would prefer the limitation to native species include only trees and shrubs, and doesn't support the restriction on county grounds. She would also prefer that plantings in county parks be comprised of 85% native species. Chair Kilkenny said he would concur with just native trees and shrubs. Supervisor Staples says she agrees with restricting native plantings to just the parks, either 100% or 85%. Citizen Member Hurlburt said he agreed with the 100% native species in county parks, but at the most 85% native trees and shrubs on county grounds. Citizen Member Nowak agreed to 100% natives in the county parks. **Bretl said he would revise the draft of the ordinance requiring native species only be planted in county parks, incorporate suggested definitions, and will bring the revised draft to the committee for approval in July.**

Confirmation of Next Meeting – The next meeting was confirmed for Monday, July 20, 2015 at 1:00 p.m.

Adjournment

On motion by Citizen Member Nowak, seconded by Supervisor Staples, the meeting adjourned at 2:11 p.m.

DRAFT

**Walworth County Board of Supervisors
Executive Committee Meeting Minutes
Monday, May 18, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Weber at 10:02 a.m.

Roll call was conducted. Members present included Chair Dave Weber, Vice Chair Daniel Kilkenny, Supervisor Rich Brandl, Supervisor Nancy Russell and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance

County Board members: Kathy Ingersoll

County staff: County Administrator David Bretl; County Clerk Kim Bushey

On motion by Supervisor Brandl, seconded by Supervisor Staples, the agenda was approved by voice vote with no withdrawals.

On motion by Vice Chair Kilkenny, seconded by Supervisor Brandl, the April 27, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Appointments

Recommendations regarding County Administrator's nominations

- Walworth County Metropolitan Sewerage District (WalCoMet)

County Administrator David Bretl said at the last committee meeting, he was directed to contact WalCoMet to see if the incumbents were interested in continued service on the commission. All three current members, Thomas Eck, Dean Logterman and Harold Shortenhaus, wish to continue. Bretl contacted Doug Snyder, the gentleman who submitted an application after the deadline, and he understood that he would have to wait and apply at the next opportunity. Vice Chair Kilkenny noted that although the ordinance gives preference to new applicants, it does not preclude a current member from taking a year off and reapplying. **Supervisor Russell made a motion, seconded by Vice Chair Kilkenny, to approve the appointments of Thomas Eck, Dean Logterman and Harold Shortenhaus to the WalCoMet commission to serve for the remainder of their terms. The motion carried 5-0.**

- Board of Adjustment (BOA) – appointment of a regular member and an alternate member
Bretl said there were five applicants for two positions. Of those, two are disqualified because one is a resident of a city, and one resides in the Town of Delavan and there is already a member from the Town of Delavan. John Roth, the incumbent, has reapplied, along with two other gentlemen, Joseph Pappa and Scott Plucinski. Bretl said Mr. Roth has been a valuable member on the Board; the only caveat is that he winters in Florida, and during his absence an alternate fills in. Bretl recommended the reappointment John Roth and the appointment of Joseph Pappa as an alternate. Pappa has served on the Town of LaFayette's Zoning and Planning Commission for four years, has served as a Town Supervisor for six years and is an active member of the Intergovernmental Cooperation Committee (ICC). **Supervisor Russell made a motion, seconded by Vice Chair Kilkenny, to nominate John Roth for reappointment to the Board of Adjustment as a full time member and to nominate Joseph Pappa as an alternate. The motion carried 5-0.** Bretl said the two nominees would have to

be interviewed by the Committee and voted on again. There may be a special Executive Committee before the June 9, 2015 County Board meeting.

- Land Information Advisory Council – appointment of Captain Dana Nigbor
Bretl said the purpose of the Sheriff's Office representation on the Council is to provide insight and input on emergency management. Kevin Williams has been promoted to Undersheriff, and Orr met with the Sheriff and staff. They recommended appointment of Dana Nigbor to replace Williams, as she is now in charge of emergency management. **Vice Chair Kilkenny made a motion, seconded by Supervisor Staples to nominate Captain Dana Nigbor for membership on the Land Information Advisory Council. The motion carried 5-0.**

Consent items – expense reimbursement claims submitted by:

- Nancy Russell, County Board Chair, in the amount of \$82.46
Vice Chair Kilkenny made a motion, seconded by Supervisor Staples, to approve the reimbursement of \$82.46 to Chair Russell. The motion carried 4-0. Supervisor Russell abstained.

- Allan Polyock, WRTC Representative, in the amount of \$136.25
Supervisor Brandl made a motion, seconded by Supervisor Russell, to approve the \$136.25 reimbursement to Mr. Polyock. The motion carried 5-0.

New Business

- Price County Resolution #28-15 – Reassign County Veterans Service Commission to Chapter 59 of the Wis. State Statutes

Bretl explained that the Price County Resolution proposes that the Wisconsin Legislature reassign the duties and responsibilities of the County Veterans Service Office and the County Veterans Service Commission to Wisconsin Statutes Chapter 59. Chapter 59 prescribes the duties of all other Wisconsin county government offices, so Bretl said the change makes sense. Bretl added that the State has not done a good job of providing financial support for county veteran services, and he doubts the legislature will take action to reassign the duties from Chapter 45 to 59. Supervisor Russell asked if Bretl had discussed this resolution with Veterans Service Officer Chris Jordan. Bretl said he hadn't had an opportunity yet, but would get her input. **Vice Chair Kilkenny made a motion, seconded by Supervisor Russell, to table this until the June committee meeting. The motion carried 5-0.** Vice Chair Kilkenny was excused from the meeting at 10:30 a.m.

- Outagamie County Resolution #128-2014-15 – Urging the State Legislature to, when redistricting, wait until local governments produce and provide their numbers, wards, and district information to the state and to use local boundaries to create state districts

County Clerk Kim Bushey said prior to the last redistricting, district tracts and blocks were developed from the census. The County developed its county supervisory map and provided it to the municipalities. The municipalities then put their wards within the county districts, one supervisor per ward. The ward plans were submitted to the State and the State used that information during legislative redistricting. During the last redistricting, legislation was passed allowing the State to use existing ward plans or use tracts and blocks to create districts. Bushey said she has no opinion on what process is used, as long as whatever is adopted is followed from beginning to end when the next redistricting occurs. Supervisor Staples noted this resolution purports that using locally drawn boundaries will eliminate political influence and save taxpayer money. The resolution urges the legislature to wait until local governments produce and provide their numbers, wards and district

information to the State before redistricting. Although there were a couple of changes by the State during the last redistricting, Bushey said it didn't materially change the county's portion. Bretl said the County's process is logical and contiguous. **Supervisor Brandl made a motion, seconded by Supervisor Staples, to direct staff to draft a resolution supporting Outagamie County Resolution #128-2014-15 – Urging the State Legislature to, when redistricting, wait until local governments produce and provide their numbers, wards, and district information to the state and to use local boundaries to create state districts. The motion carried 4-0.**

- Outagamie County Resolution #130-2014-15 – Supporting proposed legislation which will allow counties and municipalities to certify the Department of Revenue for collection of debts owed to a contracted, private ambulance service operating on behalf of or in service to a county or municipality. Bretl said the Outagamie County resolution supports proposed legislation which will allow counties and municipalities to certify the Department of Revenue for collection of debts owed to a contracted, private ambulance service operating on behalf of or in service to a county municipality. He said it is becoming more difficult for municipalities to provide ambulance services. Supervisor Staples said she is a former EMT, and she was on the Darien rescue squad, which didn't charge for their services, and volunteer EMTs didn't receive any compensation. She stated she hates the idea of usurping citizens' tax refunds to collect payment, but doesn't think that the situation will change. **Supervisor Staples made a motion to support the resolution.** Bretl said he thinks the process would be to try to collect ambulance fees through insurance, and then send dunning letters before instituting the tax intercept. He added that absent the county's ability to tax more for services, there isn't much the county can do, and more private companies are supplementing local ambulance services. Chair Weber asked about checks and balances to control prices for private service fees; private enterprises are out to make a profit, maybe consideration should be given to regional service provision for fire and rescue services. Bretl suggested taking this resolution to the next ICC meeting for their input. **Supervisor Staples withdrew her motion. Supervisor Brandl moved to table this item, and to forward it to be discussed at the next Intergovernmental Cooperation Council meeting. Supervisor Staples seconded the motion and it carried 4-0.**

Reports/announcements by Chairperson – There were no reports or announcements.

Next meeting date and time – The next meeting was confirmed for Monday, June 15, 2015 at 10:00 a.m.

Claims and Litigation

The committee convened in closed session at 11:50 a.m. on motion and second by Supervisors Brandl and Russell pursuant to the exemption contained in Section 19.85(1) (g) of the Wisconsin Statutes, "conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved," relative to the items listed below. A roll call vote was conducted and all members present voted "aye." Remaining in closed session were County Administrator David Bretl and Supervisor Kathy Ingersoll.

- a) Bankruptcy Court Minutes and Order – Michael and Christine Scholl vs. Walworth County and ONE9OH9OH, LLC
- b) Notice of Claim – Hon. David M. Reddy

The committee reconvened in open session at approximately 11:09 a.m. on motion/second by Supervisors Brandl and Russell.

Supervisor Brandl made a motion, seconded by Supervisor Staples, to place item a) on hold, and to place item b) on file as discussed in closed session. The motion carried 4-0.

Adjournment

On motion by Supervisor Staples, seconded by Supervisor Brandl, Chair Weber adjourned the meeting at 11:10 a.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

Walworth County Board of Adjustment

MINUTES

May 13, 2015 - Hearing – 8:30 AM

May 14, 2015 – Meeting – 8:30 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on May 13 & 14, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on May 13, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. Those present on May 14, 2015, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Nicholas Sigmund, Code Enforcement Officer and Wendy Boettcher, recording secretary were in attendance. “Sign-in” sheets listing attendees on May 13, 2015, and May 14, 2015, are kept on file as a matter of record.

The May 13, 2015, hearing was called to order by Chair John Roth at 8:30 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. Oath of Office was given to Elizabeth Sukala. **Ann Seaver motioned to elect Elizabeth Sukala to the position of Vice-Chair for the Walworth County Board of Adjustment. Seconded by John Roth. Motion carried. 3-favor, 0-oppose.** The term of Elizabeth Sukala, Vice-Chair will expire June 30, 2016. **Elizabeth Sukala motioned to approve the agenda as amended to postpone #1. Timothy R. & Renee A. Richter Trust, owner / Spring Prairie Township to the June 2015 agenda. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** Elizabeth Sukala motioned to approve the April 8 & 9, 2015, Minutes and dispense with the reading. **Seconded by Ann Seaver. Motion carried. 2-favor, 1-abstain (John Roth was not present for the April 2015 Board of Adjustment).** After testimony of all cases, Elizabeth Sukala motioned to recess until 8:30 A.M. on Thursday, May 14, 2015. **Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The May 13, 2015, hearing went into recess at approximately 9:09 A.M.

On May 14, 2015, at 8:30 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 amended to postpone #1. Timothy R. & Renee A. Richter Trust, owner / Spring Prairie Township to the June 2015 agenda. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose.** After the decisions were completed, Elizabeth Sukala motioned to adjourn until the June 10, 2015, hearing at 8:30 A.M. **Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The May 14, 2015, decision meeting adjourned at approximately 8:47 A.M.

Three variance hearings were scheduled and details of the May 13, 2015, hearings and the May 14, 2015, decisions are digitally recorded and available to the public upon request / video to view on our website: www.co.walworth.wi.us.

Old Business - none

New Business – Variance Petitions

Hearing – Count #N/A / Decision – Count #N/A

The First Hearing was Timothy R. & Renee A. Richter Trust, owner – Section(s) 24 – Spring Prairie Township

Applicants are requesting a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to construct a contractor's storage building on land proposed to be rezoned to A-4.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 10' side yard setback. The request is a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to construct a contractor's storage building on land proposed to be rezoned to A-4.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of May 13 & 14, 2015, did not vote on the petition of Timothy R. & Renee A. Richter Trust, owner.

BOARD OF ADJUSTMENT FINDINGS: This petition has been moved to the June 10 & 11, 2015, Board of Adjustment hearing / meeting at the applicant's request.

Hearing – Count #8:36:28 – 8:56:02 / Decision – Count #8:30:00 – 8:38:16

The Second Hearing was Donald Cieszynski, owner / Chris Egner, Design-Build-Remodel, applicant – Section(s) 6 – Troy 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 a conservatory.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback.

VARIANCE REQUEST: The applicants are requesting a 46' 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 a conservatory.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of May 13 & 14, 2015, for the petition of Donald Cieszynski, owner / Chris Egner, Design – Build – Remodel, applicant, voted to **APPROVE** with conditions the request for a 46' shore yard setback.

A motion was made by Ann Seaver to approve the variance request with the conditions stated by the code enforcement officer. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found unique property limitations to be the narrow lot and the contour of the shoreline that cuts sharply into the parcel. The Board found the owner has made a significant effort to reduce the size of the proposed conservatory from 324 square feet to 192 square feet and improve on a prior variance request. The tapered lot and the septic system limit options for placement of the addition. The Board found to approve the

variance request would cause no harm to public interests. The Board found the owner has agreed to the conditions of approval to minimize runoff: to install rain gutters on all sides of the conservatory to direct water into County Land Conservation Division approved vegetation and rain gardens. There were two letters of support from neighboring property owners. There was one letter of opposition from the Wisconsin Department of Natural Resources.

Hearing – Count #8:56:03 – 9:09:07 / Decision – Count #8:38:17 – 8:46:11
The Third Hearing was Michael Klumb, owner – Section(s) 9 – Linn Township

Applicant is requesting a variance from Section(s) 74-163(3) of Walworth County’s Code of Ordinances – Shoreland Zoning to permit the location of a fence.

REQUIRED BY ORDINANCE: The Ordinance requires a fence to be at least 2’ from the road right-of-way and no more than 2 ½’ tall in the vision triangle.

VARIANCE REQUEST: The applicant is requesting a 6’ high fence in the vision triangle of an intersection and a 0’ street yard setback revised at the hearing to a 2’ street yard setback. The request is a variance from Section(s) 74-163(3) of Walworth County’s Code of Ordinances – Shoreland Zoning to permit the location of a fence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of May 13 & 14, 2015, for the petition of Michael Klumb, owner, voted to **APPROVE** the request for a 6’ high fence in the vision triangle of an intersection and a 0’ street yard setback revised at the hearing to a 2’ street yard setback.

A motion was made by Elizabeth Suklala to approve the variance request. Seconded by Ann Seaver for discussion. Motion carried. 2-favor 1-oppose (Ann Seaver)

BOARD OF ADJUSTMENT FINDINGS: The Board found the fence is replacing a 6’ high fence that had been constructed with Board of Adjustment approval filed June 21, 1990. The Board found the previous fence had run the entire east property line, had fallen into disrepair and was removed by the current owner. The Board found to approve the variance request would improve safety and privacy for the owner. The Board found to approve the variance request would cause no harm to public interests as the east property line abuts a public boat launch and 2 parking stalls and is not a high-speed traffic area. A letter of support was received after the hearing from the Town of Linn. There was no opposition.

Other

- A. Discussion / possible action on Township correspondence – none

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence - none

Proposed discussion for next agenda

The following items were requested to be put on the June 2015 agenda, if applicable:

- A. Discussion / possible action on Township correspondence
- B. Court cases update
- C. 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.

DRAFT

**Walworth County
May 12, 2015 Land Information Advisory Council Meeting Minutes
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair John Orr at 10:02 a.m.

Roll call was conducted. Members present included Chair John Orr-Director of IT, County Board Chair Nancy Russell, Register of Deeds Donna Pruess, County Treasurer Val Etzel, Dale Drayna-GIS Coordinator/Land Information Officer, Deputy Corporation Counsel/LURM Director Michael Cotter, Undersheriff Kevin Williams, Dr. Kurt Bauer-County Surveyor, Property Lister Sue Finster and County Engineer Joe Kroll. Vice Chair Jerry Kroupa and John Murphy were absent. A quorum was declared.

Others in Attendance: County Administrator David Bretl

On motion by Undersheriff Williams, seconded by Michael Cotter, the agenda was approved with no withdrawals.

On motion by Dr. Bauer, seconded by Undersheriff Williams, the November 18, 2014 meeting minutes were approved by voice vote.

Public Comment – None.

Regular Business

- Land Information Advisory Council Membership Discussion (Undersheriff vs. Emergency Management Representative)

Chair Orr said that Kevin Williams has been promoted to Undersheriff, and the Sheriff's Office position on the Council relates primarily to Emergency Management functions. The Sheriff's Office recommended that Dana Nigbor, Captain of Communications, be appointed to replace Undersheriff Williams on the Council. County Administrator David Bretl said that the nomination would be placed on the Executive Committee agenda this month, and the Board would consider it at the June meeting. **County Board Chair Nancy Russell made a motion, seconded by Undersheriff Williams, to recommend the appointment of Captain Dana Nigbor to the Land Information Advisory Council to replace Undersheriff Kevin Williams. The motion carried 10-0.**

2014 Project Updates

- Topographic mapping update – 2014

Dale Drayna, GIS Coordinator/Land Information Officer, said part of the five-year plan with Southeastern Wisconsin Regional Planning Commission (SEWRPC) is to update the 200 scale to 100 scale areas to provide more detail and accuracy. In 2014, eight and one-half sections were flown, which were imported into the system. The goal is to get all of the 200 scale areas into 100 scale. The project completion is being scheduled in increments because of the cost. Further, the project is suspended for 2015 because of the expense of the LIDAR and elevation data and the regional orthophotography projects. Dr. Kurt Bauer, County Surveyor, said the maps were delivered on April 17. The map accuracy remains the same; however, the 100 scale shows much more detailed information such as curb lines, driveways, fence lines, culverts, power poles, etc., which can't be seen on the 200 scale photos, and are very useful for engineering applications. Deputy Corporation Counsel/Director of Land Use and Resource Management (LURM) Michael Cotter asked what county fees were for copies of the maps. Drayna said it costs \$200 for the whole county. Cotter said that the fee was way too low, as engineers would use the maps and charge their clients an exorbitant fee for information. In addition, the county has already spent \$150,000 on making eight sections 100 scale, and the expense will continue into the future. Orr concurred, stating

his department would do some investigating of other counties to establish reasonable fee schedules. **The Chair directed that the November 2015 meeting agenda include a discussion on fees.**

2015 Project Updates

- **2015 Orthophotography/LIDAR Project**

Drayna distributed Quantum Spatial's May 1, 2015 project status report. The orthophotography flights were completed April 3, and the LIDAR flights on April 14. Drayna said he is close to processing the raw data collected. Dr. Bauer said page 3 of the report breaks down the completion dates for the LIDAR project by task. Page 5 contains the same information for the orthophotography project. Drayna said that once the orthophotography portion is complete, there will be a high public demand for the maps, which can be included in the fee discussion. **Cotter suggested Drayna might give a presentation on the projects at the November 2015 meeting.**

- **Land Modernization Plan Update**

Drayna said with the passage of Act 20, the land modernization plan needs to be updated every three years, instead of every five years. When the plan was developed, the Register of Deeds office wasn't included in the plan. He asked Register of Deeds Donna Pruess to consider what additions to the plan would benefit their operations. Chair Orr said several other departments - the Treasurer, LURM and Sheriff's Office – will also be consulted during the plan update.

- **LURM Software Update**

Chair Orr said Intergov is here this week, gathering data from LURM employees. The software has been installed and from the data Intergov collects from staff, they will start building and configuring the system to fit the department's needs. During the summer months, IT will be importing data and configuring the system. Staff training will take place in late summer, and the system should go live in mid to late fall. Cotter said the update has been in the works since 2003, when he asked if there was a program available to generate zoning permits. He said he is impressed with the work his staff, IT and Intergov have done to identify the processes needed to develop the system. He compared the process to writing down step by step instructions on how to make a peanut butter and jelly sandwich, but including every conceivable possible combination and variety of bread, peanut butter and jelly. Orr said they have had weekly meetings on the project, and it has been a pleasure working with LURM staff, who are knowledgeable, cooperative and enthusiastic about the new system.

- **County Department GIS Use**

Orr reported the GIS system is being used a great deal by members of the public; however, he feels it is underutilized by County employees. There are a lot more features that can be incorporated into the system for departmental use.

Health and Human Services (HHS): Drayna said he is continuing to enter radon and private and public well test results into the system monthly. He is working on developing an application which will allow HHS staff to enter their test results directly into the system, to be able to view a map containing all the "hot spots," and attach documents. Orr said the goal is to eventually locate and enter all the data on septic systems and their proximity to water wells, so that testing can be done on septic systems if a water problem is identified.

Department of Public Works (DPW): All the county signage, culverts and passing lanes have been entered into the system. The Sign Lead Worker is entering and updating data in the field, which is working well. One of the future projects is to build a tree inventory to enable staff to enter data on tree locations, types, damage, and health reports directly from the field. Drayna said that in the future new maps of White River County Park, Price Park and Natureland will be developed, which will include the trails and assets

within the parks. County Board Chair Russell suggested perhaps the cable and telephone boxes in county rights of way could be located to avoid Highway crews accidentally hitting them while mowing roadsides. Land Use and Resource Management Department (LURM): In addition to the software implementation, Drayna is working with Senior Planner Matt Frauenfelder on developing maps and entering data on the Farmland Preservation Plan.

Drayna said that the Darien and Sharon Fire Departments requested updated map books for their areas. He encouraged other departments to identify their GIS needs. Cotter added that locating, collecting and entering data into the system would be excellent projects for college interns. Chair Orr said that discussion of using land modernization funding for interns to work on future projects would be placed on the agenda for the November 2015 meeting.

Future Projects

- Web Mapping Application Upgrade

Chair Orr said it is likely that an upgrade to the GIS base software system will need to be performed in 2016 because of the advent of new technology and hand held devices. Drayna and Dr. Bauer will be meeting with other counties to discuss their fee systems. Drayna said he would be meeting with Public Works staff to discuss their scanning hand drawings of county buildings, so he could take the copies and digitize them. Dr. Bauer noted that private surveyors are already using drones for topographic mapping. Drayna added that the University of Wisconsin-Whitewater has a drone. Orr suggested contacting the University to see if they would demonstrate the drone so potential beneficial uses to the County could be identified. **Discussion concerning county use of drones will be added to the November 2015 agenda.**

Equipment

- Large Format Scanner/Plotter installation

The new large format scanner/plotter has been installed. A fee structure will be established for the large format copies.

Fund Balance

- Chair Orr reported there is \$198,000 left in land modernization plan funds which are undesignated/not assigned to specific projects. Register of Deeds Donna Pruess reported that their fee collections and document counts are up. They've collected \$29,000 more in transfer fees and have recorded 500 more documents than at the same time last year. Orr said out of the fees collected, a portion is set aside for funding of GIS related projects.

Reports/announcements by Chairperson – The Chair had no reports or announcements.

Set/confirm next meeting date and time – The next meeting was confirmed for November 17, 2015 at 10:00 a.m.

Adjournment

On motion by Mr. Cotter, seconded by Undersheriff Williams, Chair Orr adjourned the meeting at 10:59 a.m.

Walworth County Board of Supervisors
DRAFT **May 4, 2015 Transportation Coordinating Committee Meeting Minutes**
Walworth County Government Center, County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin

The meeting was called to order by Chair Nancy Russell at 1:37p.m.

Roll call was conducted. Members present included Chair Nancy Russell; Vice Chair Andrew Kerwin; Lori Muzatko-ADRC Director; and Citizen Members Jeni Hallatt, Ken Sathern and Cynthia Simonsen. Health and Human Services (HHS) Board Chair Ken Monroe and Citizen Members James Davis, Jerry Grant and Susan Leffelman were excused. A quorum was declared.

Others in Attendance

County Staff: David Bretl, County Administrator

Members of the public: David Lowe, Transportation Consultant; Judge David Reddy; Katie Behl, Treatment Court Coordinator

On motion by Citizen Member Hallatt, seconded by Citizen Member Sathern, the agenda was approved by voice.

Citizen Member Sathern made a motion, seconded by Vice Chair Kerwin, to amend the April 6, 2015 meeting minutes by changing the rate of our transportation provider to \$29.00/hour, and to change paragraph 2 on the second page to reflect that Kris McGill of Purchasing followed up on references for Mr. Lowe, and to approve the minutes as amended. The motion carried 6-0.

Public Comment – Judge David Reddy introduced himself. He presides over the OWI and Drug Courts and is the Chair of the Criminal Justice Coordinating Committee. Judge Reddy said participants in Treatment Court need transportation for court appearances, probation appointments and drug testing, up to four times a week, etc. Katie Behl, Treatment Court Coordinator, offered to assist in providing information concerning specific transportation needs. Currently, there are 41 active participants in OWI Court and 16 in Drug Court. Behl said they surveyed Treatment Court participants, and she estimated that there would be an average of five participants per week needing transportation. Judge Reddy thanked the committee for their consideration.

Discussion on transportation services for Treatment Court participants will be placed on the June committee meeting agenda.

New Business

- Discussion regarding future vision (3-5) years of transportation service in Walworth County – David Lowe

David Lowe, Transportation Consultant, thanked the County for the opportunity to help the County procure the transportation services it needs to best serve its citizens. He asked the Committee what would be their ideal in county transportation, without considering the constraints of money or geography.

Chair Russell said she liked the Door County transportation model. She would like to continue to provide services to the elderly and disabled, and combine it with a better system for all riders in the county, including transportation for the disadvantaged. She also wants recreational transport for low income riders, the elderly and disabled.

Vice Chair Kerwin provided Mr. Lowe with his list of ideals. He said Door and Washington Counties have good programs, which the county could localize for our specific needs. He said we need to cast a

wider net and look at a general inclusive, not exclusive, policy. The shared rider program is on his wish list, as well as a half-price voucher program. He would like to research the specific transportation needs of elders in all facets of housing to ascertain services they require which are not currently available. Kerwin said a robust volunteer program at a low cost is needed to fill the gaps in service, and he wants a visible program that citizens can access easily.

Citizen Member Hallatt said it is important to identify additional vendors and develop partnerships with local businesses and incorporate more stakeholders to grow together as a county.

Citizen Member Simonsen provided Mr. Lowe with her list. She wants to serve people below the poverty level and add services for those in Treatment Court. She would like to expand services for seniors and disabled to include transport to non-traditional wellness appointments, banks, pharmacies, legal and tax appointments, as well as to social activities including visiting libraries, flea and farmers' markets, the fair and out to dinner. Transport to the Open Arms Free clinic should also be provided at a reduced cost. She feels a shuttle service from senior housing with regular, varied stops more than once a week would be beneficial for our underserved senior population. Also, it would be ideal if service availability and hours of service could be expanded to include later hours during the week and service on weekends.

Citizen Member Sathern said it will be a long process to implement the program. He said modern transit vans are needed for disabled transport to regular stops.

ADRC Director Lori Muzatko previously distributed the list of needs the ADRC Board developed. Additionally, Muzatko would like to see linkage to other counties, particularly for medical transport. A regular bus system from senior housing to various locations whereby riders can get on and off when they like would be beneficial. Muzatko said a system whereby potential riders would only have to call one number and determine what specific services they need would help provide citizens the type of transport they need.

Lowe said Walworth County is mentioned as a new transportation system in the State budget, which allows for applying for other sources of capital as a Tier C system. Tier C is any public system which serves a population of 50,000 or more but does not have an urbanized center. Lowe said he will take the lists from the members, research feasibility and funding sources, and come back to the committee next month with a timetable and game plan on how to proceed over the next several months.

Citizen Member Ken Sathern announced he would be moving to Racine County and regrets he has to resign from serving on the Transportation Committee.

Discussion and possible action regarding 2016 rate information provided before the June committee meeting for review/action

County Administrator David Bretl said he is waiting for information from VIP Services. Ms. Simonsen said she has spoken to her Board of Directors, who has been supportive to resolve issues, and they are willing to freeze rates for 2016. Simonsen said her Board has designated funds for transportation to accommodate rises in gas prices, wages, weekend service, etc. **Vice Chair Kerwin made a motion, seconded by Citizen Member Sathern, to direct the County Administrator to draft a 2016 contract with VIP Services for the same rates as 2015 and to bring it back to committee in June for approval. The motion carried 6-0.**

- Report from Andy Kerwin on Wisconsin Mobility Management conference held April 9, 2015

Vice Chair Kerwin distributed his outline of the April 9, 2015 WAMM Mobility Management Session, and gave a brief summary of the conference, at which the majority of the attendees were providers or mobility managers. He has a copy of the Power Point presentation and offered to share with anyone interested. He encouraged committee members to attend the fall session, which will be held in Duluth, Minnesota.

- Transportation budget and ridership statistics
There were no questions on the monthly report.

Correspondence – Vice Chair Kerwin reported he received a survey from Holton Manor on unmet transportation needs and would include it as distributed at the meeting.

Announcements – Mr. Lowe said he has a family obligation and won't be available for the August committee meeting. Bretl said the committees do not typically meet in August because of the county budget cycle.

Confirmation of Next Meeting dates: The next meeting was confirmed for Monday, June 1, 2015 at 1:30 p.m.; the July meeting will be held Monday, July 6 at 1:30 p.m.; there will be no August committee meeting; and the September meeting will be held on Monday, August 31 at 1:30 p.m.

Adjournment

On motion by Citizen Member Sathern, seconded by Vice Chair Kerwin, Chair Russell adjourned the meeting at 3:01 p.m.

Submitted by Becky Bechtel. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled meeting.

Walworth County Aging & Disability Resource Center Governing Board
May 4, 2015 Meeting Minutes
Walworth County Health and Human Services Center
W4051 County Road NN, Elkhorn, WI 53121

The meeting was called to order at 9:00 a.m. by Chair LaVerne Duncan.

Roll call was conducted. Members present included Chair LaVerne Duncan, Vice Chair David Jordan, Governing Board Members Janet Kelly, Mary Polachowski and Penny Scheuerman. A quorum was declared.

Staff in Attendance: Lori Muzatko, ADRC Director; Jennifer Selz, ADRC Supervisor; Anne Prince, Nutrition Program Supervisor; Becky Bechtel, Recording Secretary

On motion by Board Member Scheuerman, seconded by Board Member Kelly, the agenda was approved by voice vote.

On motion by Vice Chair Jordan, seconded by Board Member Polachowski, the March 2, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business

- GWAAR – Letter of Approval for Walworth County Aging Self-Assessment
This was received after the March 2nd meeting. Walworth County's Aging Unit Self-Assessment was approved as presented. ADRC Director Lori Muzatko said one of the goals was visibility in the community and raising awareness of available services. Nutrition Program Supervisor Anne Prince spoke to the Delavan Alumni Group in March, and ADRC Supervisor Jennifer Selz gives numerous presentations throughout the year to different groups and agencies.

New Business

- Recommendation to appoint Board Member Judy Atkinson – Term 7/01/2015 – 6/30/2018
Judy Atkinson responded to the newspaper ad, submitted her Notice of Interest to serve as a Citizen Representative and has been interviewed over the phone by Chair Duncan and Muzatko. Ms. Atkinson's daughter will graduate from Lakeland School this year and was accepted into a program through Goodwill. Atkinson's stated goal is to help County citizens become more aware of what services are available to them. Chair Duncan noted that her qualifications will be an asset to the Board. **Board Member Scheuerman made a motion, seconded by Board Member Kelly, to approve the recommendation to appoint Judy Atkinson as a member of the ADRC Board. The motion carried 5-0.**

Muzatko said the recommendation would go to the Executive Committee and then the County Board for approval. Ms. Atkinson's term would begin July 1.

Muzatko said she was pleased to report that Board Member Janet Kelly's second term as a Board Member was approved April 21 by the County Board.

- Nutrition Program Revitalization Grant
Prince reported that staff will re-apply for the Revitalization Grant this year, pending the Health and Human Services Board approval of the application. If awarded, grant funds could be as much as \$20,000. Prince said they want to work with Whitewater, who has had a meal site for a number of years, to potentially provide some type of breakfast program, as numbers are down on lunches served. There are also many other options to pursue through the grant, such as salad bars, coffee bars, putting

in gardens and using the produce in meal preparation, etc. The program is not based on income – anyone over 60 can participate and donations are voluntary. Prince noted there has been a decrease in numbers served at congregate dining centers throughout the state; meals provided in a social/group setting are more successful.

- Nutrition Program Senior Farmers Market

Prince said there are 264 vouchers to issue this year. The \$25.00 vouchers can be used only once a year. Distributions will be on Tuesdays, beginning June 23. Sites are in Elkhorn, Whitewater, East Troy and at the Walworth library.

- 2015 ADRC Marketing/Outreach Plan

ADRC Supervisor Jennifer Selz reported that the ADRC contract requires an annual marketing, outreach and public education plan. In 2015, the Quality Insurance Project is Youths in Transition. Selz said the focus is on youths who will soon be leaving high school and who qualify for services. Their outreach is concentrating on schools, which are most closely connected with the students and parents. Selz noted that staff did an outreach to all providers in the resource directory, sending out 429 letters and 2,145 brochures for distribution. This year's activities include distribution of materials and brochures; press releases; outreach to community providers and service organizations; vendor tables at senior resource/health fairs, etc.; and prevention classes.

Prince shared an anecdote about the success of marketing efforts. She attended a Crosby, Stills and Nash concert, and wherever Graham Nash travels, he likes to research services the community in which he is performing provides. At the concert, Nash said he had heard how good ADRC services were in Wisconsin, and dedicated their last song, "Teach Your Children Well," to ADRCs!

Reports

- 2016 – 2018 Aging Plan

Muzatko said submission of a three-year Aging Plan is required by the State of Wisconsin. Staff is developing the 2016 – 2018 Plan. Muzatko announced that Anne Prince will become the Director of Aging, and she will still be supervising the Nutrition Program. Muzatko will have oversight of the Child Support and Economic Support Units. Jennifer Selz will remain in charge of Elder Benefits. Muzatko distributed the required Focus Areas of the Plan. The Plan will be due in October or November. She asked the Board for their assistance in answering the question: **What do you see/think are the unmet services or programs for older adults (over age 60) and adults with Disabilities in Walworth County?** She asked the Board to consider the question and provide their input at the June Board meeting.

- Governor's Proposed Aging and Long Term Care changes

Muzatko said she has been sending periodic updates via email on the Governor's proposed budget and the proposed changes which would affect services. The Aging and ADRC networks have been very strong in getting information out on their opposition to the changes. Muzatko said the changes may not be as severe as originally thought. She will send along any updates she receives; most decisions will be made at the state level by the end of May. Muzatko distributed a sheet which explains how Wisconsin ADRCs work, lists available services and contains contact information.

- Transportation Coordinating Committee Minutes: February 2, 2015 and March 2, 2015

Muzatko said she will continue to serve on the Transportation Coordinating Committee. She noted that the transportation budget for elders and the disabled has been transferred to County Administration, and the Financing Department is taking care of the billing and monthly reporting on the budget and ridership statistics. The contract with VIP Services will continue through 2016, and rate negotiations are underway. Dave Lowe has been hired as a transportation consultant and has asked the Transportation Coordinating Committee to provide lists identifying transportation needs within the county. Lowe will compile the information and propose a timeframe within which to reach the goals identified.

- GWAAR Advisory Council Minutes – February 18, 2015
- GWAAR Board of Directors Minutes – December 12, 2014

The December 12, 2014 and February 18, 2015 minutes were included in the agenda packets for the Board's information.

- Community Care – Community Advisory Committee Minutes – January 28, 2015

The minutes were included in the packets for the Board's information. Ken Sathern is a representative on the Advisory Committee and Jennifer Selz also attends all the meetings.

- Volunteer Article – April 26, 2015

County Administrator David Bretl wrote an article for the local newspapers about the volunteers in Walworth County. Colleen Lesniak is the County's Volunteer Coordinator and procures volunteers for many county programs and departments based upon their skills, demographics and areas of interest. There are over 500 volunteers involved in the Meals on Wheels Program; last year they logged 4,075 hours and served 18,074 meals. HHS uses volunteers for preparing packets, mailing newsletters, etc. Mr. Bretl and County Board Chair Nancy Russell attended the Volunteer Recognition lunch and Prince said they expressed their appreciation to everyone involved.

Confirmation of Next Meeting. The next meeting was confirmed for Monday, June 1, 2015 at 9:00 a.m.

Adjournment

On motion by Board Members Polachowski and Scheuerman, Chair Duncan adjourned the meeting at 9:50 a.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

Draft 5/14/15

PLEASANT LAKE PROTECTION AND REHABILITATION DISTRICT
BOARD MEETING
SATURDAY, MAY 2, 2015, 9:02 AM
LAGRANGE TOWN HALL

MINUTES

Present: Dave Stamm (chair ,2015), Ted Slupik (treas, 2015), Marcia Sahag (sec, 2016), Peter Schuler (2016), Ryan Mertes (2017), Bob Arnold (County), Don Sukala (Town)

Absent:

Public Attendance: Rick Callaway, Phil Holland, Bernie Slupik, Tom Girman by phone, Beverly Saunders, SEWRPC, Anna Cisar, SEWRPC

1. Approval of Agenda: Motion to approve the Agenda (Ryan/Peter). Carried unanimously.
2. Aquatic Plant Management Plan Update presentation by Beverly Saunders, Senior Specialist-Biologist, Southeastern Wisconsin Regional Planning Commission (SEWRPC) and discussion: Beverly Saunders reviewed the Plan draft outline. There was discussion of topics to include. The final draft to be reviewed at June 27 board meeting.
3. Approval of prior Board Minutes: Motion to approve the Minutes of 2/21/15 (Don/Ryan). Carried unanimously.
4. Treasurers report: The balances in the People's Bank accounts as of 3/31/15 are:

Checking	\$46,835.61
Money Market	\$39,252.64
Grant Fund	\$ 6,690.65
Total	\$92,778.90

There was discussion of the Summary of budget activity through 3/31/15. The expense of the \$4184.31 will be changed to be a separate line item. There is pending income for the grant project from the PL POA of \$500.00 and from the Town of LaGrange of \$750.00 and from the DNR of about \$4200.00, based on final DNR determination. There was discussion that the Board has not designated reserves accounts. Motion to approve the Treasurers report with the RA Smith invoice amount of \$4184.31 shown as a separate budget line item (Don/Peter). Carried unanimously.

5. Adjustments to 2015 budget including additional funding for legal expenses: Motion to transfer funds of \$1300.00 from budget item "WAL convention" to budget item "Legal Fees" (Dave/Peter). Carried unanimously. To anticipate additional expenses for "Legal Fees" and to allow payment of bills without additional board meetings or delay, an increase to "Legal Fees" was suggested. Motion to approve additional funding for "Legal Fees" of \$5000.00 for the 2015 budget (Dave/Peter). Carried six to one, with Ted opposing.
6. POA report: Fish stocking was done in the fall. The DNR stocked 726 seven to twelve inch walleye. The District stocked walleye and perch. This year northern pike will be stocked. Things will be coordinated with the DNR. The annual meeting was announced. There will be a party preceding the lighted boat parade. Details will be coming.
7. Approval of Audit committee members and discussion of board's expectations: Motion to approve appointment of Phil Holland, Rick Callaway, Doug Marconnet and Petra Stoick, as an alternate, to the audit committee and to name Rick Callaway as chair (Dave/Peter). Carried unanimously. The audit committee reviews the financial records, the invoices approved and the bank reconciliation. Some expectations are to have the audit committee report to the Board prior to the annual meeting and at this year's June meeting, to verify that internal controls are

followed and relate to the budget, and to encourage strategic planning and address budget challenges.

8. Conflict of Interest Policy: Ted will get board members a copy of the IRS "old" rules of 2006.
9. Drain project report west of Pleasant Lake Rd: There was a preconstruction meeting on March 19 with Paul Schafer of RA Smith, Mike Shumaker of GMS Construction, Fay Amerson of Walworth County, Marcia and Dave, by phone, to coordinate construction between the County, GMS and RA Smith regarding start and duration time and meeting permit requirements. The timing of construction is based on completion of the easements. GMS is able to start within 2 to 3 weeks' notice.
10. Drain report east of Pleasant Lake Rd (Kessel property): The letter of March 4, 2015, from Leese & Phillips attorneys for the Kessels was reviewed. The Kessels have been approached with options for resolving the drain issue on their property including selling or leasing the property to the District. They want the drain to work the way it was intended. Four contractors have viewed the site and have been asked for bids. A swale from the break to the beaver dam has been suggested as the most effective way to maintain the flow of water through the easement. Dave has discussed this information with the Kessels. The Kessels would want a new easement with a maintenance agreement and compensation for past damage done to their property. They will seek guidance from their attorney on a proposal to the District. The Board agreed unanimously to designate Dave as the contact person with the Kessels. He will communicate with the Kessels to seek their approval, see what they propose, contact the DNR for their approval and keep the board informed.
11. Goose Control Report: The District has permits for egg oiling and for goose depredation (round-up). Ryan and Tom Girman found 3 nests and oiled a total of 15 eggs. Six geese were counted on the lake at the time of oiling.
12. Weed Control Report: Lake and Pond Solutions plans to do the pre-treatment survey in mid to late May depending on the weather.
13. Discussion of 2016 Budget: Ted explained he has not yet put a proposal together because there are several unknown areas of expenses such as legal expense, the drain, the Kessel property and dredging that make it difficult to plan for at this time. To give the board time to consider budget implications, Marcia distributed an example of the budget based only on the 2015 budget figures. It shows that, without considering the unknown costs, the anticipated operating expenses of \$30,000 are more than the past tax levies of \$18,000 and that an increase in the tax levy would be necessary for a balanced budget. A budget proposal will be discussed at the June 27, board meeting.
14. Discussion of letter received by PLPRD from SKKL&D Attorneys at Law (Bay residents' attorney): The SKKL&D letter of March 30, 2015, mainly requesting the dredging of the Bay channel, was reviewed. The dredging of the Bay channel is an issue for District membership consideration at the annual meeting. Such a project would need to follow similar steps as the drain project and have DNR approval. Related comment: Bernie Slupik expressed her concerns to protect the property values and enjoyment of the lake by the Bay residents. She also expressed the opinion that the people in the Bay feel that they are not being heard.
15. Schedule of meeting dates: The next scheduled meeting is Saturday, June 27, 2015. The Annual meeting is Saturday, August 22, 2015.
16. Establishing future agendas: There were no suggestions.
17. Adjourn: Motion to adjourn at 10:40 am (Peter/Don). Carried unanimously.

Respectfully submitted,
Marcia Sahag, secretary PLPRD

DRAFT

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, April 29, 2015
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 3:30 p.m. by Chair Rich Brandl.

Roll call was conducted with the following members present: Chair Rich Brandl, Vice Chair Tim Brellenthin, Supervisors Kathy Ingersoll, Ken Monroe and Rick Stacey. A quorum was declared.

Others in Attendance:

County Board Supervisors: County Board Chair Nancy Russell

County staff: Human Resources Director Dale Wilson; Director of Health and Human Services Elizabeth Aldred; Lisa Henke-Risk/Benefits Manager; Deputy County Administrator-Finance Nicki Andersen; Bernie Janiszewski, LHCC Administrator; Central Services/Public Works Kevin Brunner

On motion by Supervisor Stacey, seconded by Supervisor Ingersoll, the agenda was approved by voice vote with no withdrawals.

On motion by Supervisor Stacey, seconded by Supervisor Monroe, the April 21, 2015 meeting minutes were approved by voice vote.

Public comment – None

New Business

- Resolution to Implement Changes in Wages for Certain Casual Employees
Director of Human Resources Dale Wilson said the Public Works Department recruited for the Facilities and Parks Seasonal Laborer positions; however, they had a lack of applicants. Wilson said he did a survey of wages for seasonal laborers in the public sector and found that the County's wage rate (\$8.50/hour) was appreciably lower. Wilson added the pool dishwasher position at the Lakeland Health Care Center was paid at a higher rate. Wilson recommended raising the wage for the position to a minimum of \$10.00/hour and a maximum of \$11.50/hour. **Supervisor Stacey moved to recommend the resolution revising the pay range to Facilities and Parks Seasonal Laborers, seconded by Supervisor Monroe. The motion carried 5-0.** Wilson will begin recruitment but will not offer the higher wage rate until County Board approval.
- Correspondence from Nicki Andersen, Deputy County Administrator-Finance, regarding the 2015 budget calendar
Deputy County Administrator-Finance Nicki Andersen said the proposed 2015 Calendar for the 2016 budget process was included in the agenda packet. Committee consensus was to approve hearing the 2016 personnel appeals at the September 16, 2015 Human Resources Committee meeting.
- Discussion and possible action regarding Section 15-610 of the Walworth County Code of Ordinances relating to personal property of employees
Wilson said a few employees have experienced work-related incidents in which their personal eyeglasses were damaged or broken. The current ordinance allows a maximum reimbursement of \$150 to employees for replacement of eyeglasses. Wilson said he investigated upgrading the maximum reimbursement; however, the replacement fee may be covered under Worker's Compensation or liability insurance.

Human Resources will investigate to see if the reimbursement can be pursued with Worker's Compensation and/or the county's liability insurance. The ordinance amount would come into play after the other options were exhausted. Central Services/Public Works Director Kevin Brunner thanked Human Resources for researching this issue, as he has had complaints from his employees who have ruined or lost their glasses while working on crews that the \$150 is inadequate. Wilson said he would research this issue further and report his findings at a later committee meeting if necessary.

- Discussion and possible action regarding Section 15-17 of the Walworth County Code of Ordinances relating to the creation of positions within the Health and Human Services (HHS) department.

Wilson said during last year's budget cycle, staff investigated whether or not it would be feasible to hire staff currently working for CESA, the vendor for the Birth to Three Program. Wilson said from a financial perspective, it would result in an approximate \$34,000 annual savings beginning in 2016, principally from overhead and administrative costs charged by the vendor. Also, the County's insurance premium is lower than what we are paying CESA for their insurance premiums. Wilson said the recommendation from staff is to hire the contracted employees as FTEs for Walworth County. Director of Health and Human Services Elizabeth Aldred said the contracted employees have worked closely with HHS employees for 4-10 years while under contract with a vendor. She has discussed the transition with the CESA employees, and they are interested in coming to work as county employees. Aldred said having these individuals work directly for Health and Human Services would bring consistency and allow the Department more control over direction of the program. Aldred said that CESA's fees typically increase more than 2-3% each year, and the county absorbs the increases in the health care premiums. The contracted employees currently receive three weeks' vacation a year as opposed to the two weeks offered by the county, and they get a slightly higher sick time accrual. She asked the committee if they could perhaps consider an adjustment in the future. Wilson said the proposed ordinance has an effective date of July 1, 2015, but due to the lack of children participating in Birth to Three in the summer months, and because of CESA's agency schedule, he asked for a change in the effective date to October 2, 2015. The new positions are similar to those at Lakeland School. Wilson did a marketplace analysis, and the proposed pay range is comparable to the Lakeland School employees and to what the individuals are receiving from CESA. **Supervisor Monroe made a motion, seconded by Supervisor Stacey, to approve the amendment to Section 15-17 of the Walworth County Code of Ordinances relating to the creation of positions within the Health and Human Services Department. The motion carried 5-0.**

- Amending Section 15-17 of the Walworth County Code of Ordinances Relating to the Reclassification of an LPN-Unit Supervisor position at Lakeland Health Care Center

Wilson said the Health Care Center has a plan to change some vacant Licensed Practical Nurse (LPN) positions to Registered Nurse (RN) positions, because of Medicare requirements, post-surgical residents requiring care by RNs, and the increase in the acuity level in long term care facilities, which requires more RN time. One of the LPNs is retiring at the end of April, and Janiszewski requested changing the position to an RN position. There will be no additional expense in 2015, and staff will budget an additional \$12,000 expense for 2016. **Supervisor Stacey made a motion, seconded by Supervisor Ingersoll, to recommend amending Section 15-17 of the Walworth County Code of Ordinances Relating to the Reclassification of an LPN-Unit Supervisor position at Lakeland Health Care Center. The motion carried 5-0.**

Reports/announcements by Chairperson – There were none.

Confirmation of next meeting. The next meeting was confirmed for Wednesday, May 20, 2015 at 3:30 p.m.

Adjournment

On motion by Supervisor Stacey, seconded by Vice Chair Brellenthin, Chair Brandl adjourned the meeting at 3:59 p.m.

Submitted by Becky Bechtel, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

DRAFT

**Walworth County Board of Supervisors
Health and Human Services Board Meeting Minutes
Wednesday, April 29, 2015
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 2:00 p.m. by Chair Monroe.

Roll call was conducted. Members present included Chair Ken Monroe, Vice Chair Tim Brellenthin, Supervisors Kathy Ingersoll, Joe Schaefer and Charlene Staples, Citizen Representatives Sandra Wagie-Troemel and William Wucherer. Citizen Representatives Dr. James Seegers and Berenice Solis were excused. A quorum was declared.

Others in Attendance:

County Board members: County Board Chair Nancy Russell

County staff: Elizabeth Aldred, Director of Health and Human Services; David Bretl, County Administrator; Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support; Beth Walsh, Public Health Supervisor; Director of Human Resources Dale Wilson; Sarah Armour Phol and Karleen Liberto-Speech and Language Pathologists; Heather Ables-Physical Therapist; Jeanne Ludetke-Occupational Therapist Registered

On motion by Vice Chair Brellenthin, seconded by Citizen Representative Wagie-Troemel, the agenda was approved by voice vote with no withdrawals.

On motion by Citizen Representative Wagie-Troemel, seconded by Vice Chair Brellenthin, the March 18, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business – There was none.

New Business

- Discussion and possible action on referral from the County Board of Supervisors – Buffalo County Resolution No. 15-03-10 Opposing Changes to Wisconsin’s Current Long-Term Care System – Family Care, IRIS Partnership, and Aging and Disability Resource Centers of Buffalo, Pepin and Clark Counties

Health and Human Services (HHS) Director Elizabeth Aldred said the resolution from Buffalo County opposes changes to the state’s long-term care system, which would significantly affect Family Care and Aging and Disability Resource Centers (ADRC) and eliminate IRIS (Include, Respect, I Self-Direct). The changes would also allow other entities or multiple entities to be ADRCs, which would eliminate the county’s program of “one stop” shopping whereby HHS can provide additional services to citizens. The elimination of IRIS would significantly affect the way in which individuals and their families direct their own care services and how they make independent decisions. **Supervisor Staples made a motion, seconded by Citizen Representative Wagie-Troemel, to direct staff to draft a resolution opposing the proposed changes to Wisconsin’s Current Long-Term Care system for approval by the County Board. The motion carried 7-0.**

- Elder Nutrition Program Revitalization Pilot Project Grant

Aldred said last year staff applied for the pilot project grant, but it wasn't awarded to Walworth County. They wish to reapply this year to be able to provide breakfasts in the Whitewater area, and perhaps partner with the local school system for volunteers. The grant should be open for application within 45 days. Lori Muzatko, Division Manager-Aging/Long Term Care and Resource Support, said Whitewater serving sites being considered are the Senior Center and one of the senior apartment buildings. If the grant is awarded, they may start with one day a week for the breakfasts. **Supervisor Schaefer made a motion to approve applying for the Elder Nutrition Revitalization Pilot Project Grant. The motion was seconded by Citizen Representative Wucherer and carried 7-0.**

- Discussion and possible action regarding staffing program changes for Birth to Three positions

Aldred said currently HHS contracts with an outside vendor for occupational, physical, and speech therapy in the Birth to Three Program. The contract will expire in June this year, and staff has considered the benefits of replacing this contract with equivalent county positions within the department. Aldred said the contracted employees have worked closely with county staff for 10-14 years are interested in the possibility of becoming county employees. There would be savings in administrative and overhead fees if these people worked directly for the County. Aldred said she discussed the benefits with Human Resources Director Dale Wilson, and the original date of hire for the employees has changed from July 1 to October 2, 2015, because of current consumer schedules and Program staff summer vacations. Aldred said the County's health insurance is less expensive than the premiums the County is paying the vendor. Human Resources Director Dale Wilson said he researched similar county positions at Lakeland School, and their staff is paid approximately the same as the vendor wages. He performed an external study, which also ties out with the vendor and county pay scales. Wilson added by hiring these individuals as county employees there would be more direct control over performance evaluations and costs such as health insurance premiums. The proposed staffing changes will also be considered by the Human Resources Committee. **Citizen Representative Wucherer moved to recommend the staffing program changes for the Birth to Three Program positions. Supervisor Staples seconded the motion and it carried 7-0.**

- Discussion and possible action amending Section 50-5 of the County Ordinances updating Human Services Priorities

Aldred said the purpose of the Ordinance amendment is to update the section in the County Code on Health and Human Services priorities to include public health mandates, especially communicable disease services, and distributed copies of the Wisconsin Local Health Department Communicable Disease Mandates. Another change is to add the word "Health" to the title of Section 50-5 to read "Health and Human Services." **Citizen Representative Wucherer made a motion, seconded by Citizen Representative Wagie-Troemel, to recommend amending Section 50-5 of the County Code of Ordinances updating Human Services priorities. The motion carried 7-0.**

- Discussion and possible action on City of Franklin resolution to secure state funding to support communicable disease control for population health

Aldred said during Human Services Day at the Capitol, discussions were held with legislators about lack of State funding for communicable disease prevention and control. The City of Franklin prepared a resolution concerning the need to secure State funds to support communicable disease control for population health. Aldred reported Wisconsin is 46th in the nation in state funding for communicable diseases. **Citizen Representative Wagie-Troemel made a motion, seconded by Supervisor Staples, for staff to draft a resolution urging the State to support funding for communicable disease control**

for population health. The motion carried 7-0. Staff was directed to send the approved resolution to Walworth County's state representatives and senators.

- **2014 Public Health Annual Report**

Public Health Supervisor Beth Walsh was present to answer questions on the Report. A brief discussion on some of the specifics ensued, and Walsh said Public Health is concerned about the decline in immunizations. Walsh said their department will have a student intern focusing on adolescent vaccinations this summer. **Staff was directed to place discussion of the 2014 Public Health Annual Report on the May meeting agenda.**

Reports

- 1st Quarter write offs

The first quarter 2015 write offs indicated that the department's write offs have declined, and HHS received almost \$4,700 additional billing by resubmitting.

- Soft pilot program for Working with Family Care Members with Complex Behaviors

HHS has been asked by the State to participate in a pilot program to identify best practices for working with family care members with complex behaviors. It will be helpful to the department, as they will be able to help develop procedures that they will ultimately have to follow. The pilot program will be for three months.

Correspondence – There was none.

Announcements

- Holiday Care Golf Outing

The 15th annual Holiday Care Golf Outing is Saturday, June 6, 2015 at 1:30 p.m. at Evergreen Golf Club. Dinner will be served at 5:30 p.m. Extra copies were provided for distribution to those interested.

Confirmation of Next Meeting – The next meeting was confirmed for May 20, 2015 at 2:00 p.m.

Adjournment

On motion by Vice Chair Brellenthin, seconded by Supervisor Staples, Chair Monroe adjourned the meeting at 2:44 p.m.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, April 29, 2015 12:30 p.m.
1922 County Road NN, Elkhorn, WI
At 1:00 p.m.
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

At 12:30 p.m. the Board met in the lobby of the Lakeland Health Care Center to tour the facility. They then proceeded to the Government Center for the regular meeting.

The meeting was called to order at 1:04 p.m. by Chair Monroe.

Roll call was conducted. Members present included Chair Ken Monroe, Vice Chair Tim Brellenthin, Supervisor Kathy Ingersoll, Supervisor Joe Schaefer, and Supervisor Charlene Staples. A quorum was declared.

Others in Attendance:

County Board Supervisors: Nancy Russell

County staff: Bernadette Janiszewski, Nursing Home Administrator; and David Bretl, County Administrator

On motion by Supervisor Schaefer, second by Supervisor Ingersoll, the agenda was approved by voice vote with no withdrawals.

On motion by Vice Chair Brellenthin, second by Supervisor Schaefer, the March 18, 2015 meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- **Scholarship Requests**

Bernadette Janiszewski, Nursing Home Administrator, recommended Margie Paczkowski for a \$1,000 scholarship, which is the maximum allowed. She reported to the Board that Margie started out working in food service in 2002 and now works as a CNA. She is about to become a LPN in May and will be going on to receive her RN degree. She will graduate in December of 2016. Her supervisor states she has an incredible work ethic, compassion for the elderly population, and is an excellent employee. **Supervisor Staples made a motion, second by Supervisor Schaefer, to approve the funding of the \$1,000 scholarship. Motion carried 5-0**

Janiszewski gave a brief overview on Michelle Vaughn, a nurse manager's, request. She will be attending the Alzheimer's Association Conference in May. Janiszewski recommended Michelle for a \$90 scholarship to attend that conference. **Supervisor Ingersoll made a motion, second by Supervisor Staples, to approve the funding of the \$90 scholarship. Motion carried 5-0**

- **Converting a LPN position to a RN position**

Janiszewski requested that an open third shift LPN position be converted to an RN position. This plan to convert certain LPN positions to RN positions was presented in 2013. It was proposed that through attrition, as people resign, a review be conducted to see if it is logical. Currently, a third shift LPN is retiring after 25 years of service. LHCC would like to convert this position into an RN position. Because this person has been out on unpaid leave it will not affect the budget in 2015 and LHCC will budget an additional \$12,000 in 2016. **Supervisor Ingersoll**

made a motion, second by Supervisor Staples, to approve converting this LPN position to a RN position. Motion carried 5-0

- Annual State Survey

Janiszewski informed the committee that the state surveyors conducted Phase I of the annual inspection, which is reviewing documentation and paperwork that needed to be completed by LHCC. The building surveyor will be returning for Phase II, which is the observation phase. Janiszewski was uncertain when the clinic people were to return, possibly on April 30th or May 4th to perform the second phase of the survey. It was reported that LHCC did very well on Phase I.

- Clinical Dietician Services

Janiszewski stated the Clinical Dietician Services contract item was going before the Finance Committee on April 30th. LHCC plans to outsource the Clinical Dietician so that the Quality Operations Manager can be full time quality operations. The recommendation is a three year award for a total of \$57,600, or an estimated hourly rate of \$50. The Clinical Dietician would be on site approximately 8 hours a week. They will be reviewing records, making recommendations relative to weight loss, tube fed residents for calorie count, and anyone on dialysis. Their role is as a consultant. **Vice Chair Brellenthin made a motion, second by Supervisor Ingersoll, to approve the Clinical Dietician Services contract. Motion carried 5-0**

- Memory Care Doors

Janiszewski stated Public Works approved the memory care doors and there is a firm that will be in next week to lay out the plan. Supervisor Staples inquired about the necessity and cost to remove the door to the memory care unit, which is technically not locked, and the decision to change the beds to regular nursing home beds. Janiszewski stated that the doors are secure alarmed doors with a 15 second delay if anyone tries to exit. The unit will remain a 60 bed memory care unit; 30 beds will be secured and family members will have staff assistance to exit; the other 30 beds family will be able to exit on their own. Janiszewski stated the bid was for two options; for new doors or reusing the current doors. The current doors are not in compliance as the glass is not fire rated. The request is for brand new doors. **Supervisor Schaefer made a motion, second by Vice Chair Brellenthin, to approve the new Memory Care Doors. Motion carried 5-0**

- Behavioral Management Program

Janiszewski stated that LHCC is partnering with Health and Human Services (HHS). A second psychiatrist from HHS will be present in the LHCC building for four hours a month. The first family meeting has taken place and an employee meeting was scheduled, but there were no participants. The next phase for the psychologist is to get the social workers involved who will have to do an in depth social history about the person's life and family dynamics. The next phase will be working directly with the resident which will involve staff from all disciplines.

Reports

- Administrator's Report

Janiszewski reported on worker's comp. The County Safety Officer is investigating independently. He recently investigated an employee incident and made a power point presentation that will be used as a learning tool to help train staff. Janiszewski stated that overtime has been reduced and that everything else is on target.

Correspondence – There was none.

Announcements – There was none.

Upcoming Events

A list of upcoming events was included in the meeting packet. Janiszewski announced that National Nursing Home Week is May 10th through the 16th.

Confirmation of Next Meeting -- The next meeting was confirmed for May 20, 2015 at 1:00 p.m.

Adjournment

On motion by Vice Chair Brellenthin, second by Supervisor Ingersoll, Chair Monroe adjourned the meeting at 1:28 p.m.

Submitted by Trisha Sommers, Administrative Clerk. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.

DRAFT

**Walworth County Board of Supervisors
Land Conservation Committee Meeting Minutes
Monday, April 27, 2015 at 2:00 p.m.
Walworth County Government Center
County Board Room 114
100 W. Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair Nancy Russell at 2:00 p.m.

Roll call was conducted. Members present included Chair Nancy Russell, Vice Chair Charlene Staples, Supervisor Dan Kilkenny, and Citizen Member Rosemary Badame. USDA/FSA Representative Matthew Polyock was excused. A quorum was declared.

Others in Attendance:

County Staff: Michael Cotter, Director of Land Use and Resource Management (LURM)/Deputy Corporation Counsel; David Bretl, County Administrator; Neal Frauenfelder, LURM Senior Planner; Faye Amerson, LURM Urban Manager, Brian Smetana, LURM Sr. Rural Technician

On motion by Vice Chair Staples, second by Supervisor Kilkenny, the agenda was approved with no withdrawals.

On motion by Citizen Member Rosemary Badame, second by Supervisor Kilkenny, the March 16, 2015 Land Conservation Committee meeting minutes were approved by voice vote.

Public Comment – There was none.

New Business

- **Discussion/Possible Action** – Update on Department of Agriculture Trade & Consumer Protection (DATCP) Certification of Farmland Preservation Zoning Ordinance – Neal Frauenfelder
Neal Frauenfelder, Senior Planner of LURM, presented a brief update on the DATCP Certification of Farmland Preservation Zoning Ordinance. The County Board adopted the Farmland Preservation Plan prepared by direction of the Land Conservation Committee in July 2012. DATCP certified the Plan in late July, 2012. Subsequently, DATCP prepared rules for the program that were not in place when the plan was approved, which were completed and distributed to local governments in early 2014. Zoning Ordinance amendments were then created to get the Farmland Preservation Zoning Ordinance certified. In September of 2014, the Farmland Preservation Zoning Ordinance and maps were submitted to DATCP for certification, however, DATCP did not certify them. Without defeating the County's Comp Plan and Farmland Preservation Plan, the Farmland Preservation Zoning Ordinance and maps were revised and resubmitted for approval. There is one remaining issue: DATCP does not want land rezoned into the A-1 zoning district without that area being identified on the Farmland Preservation Plan Map. Chair Russell asked if DATCP was referring to mineral extract land that has will be rezoned back into A-1 after the extraction has been completed? Frauenfelder said one group is the rezones that became mineral extraction sites scheduled to go back into A-1 after restoration; another group is the wetland delineations from the DNR that may take land out of the wetland district and put it into A-1; or a small business on a farm that ceases operation and gets rezoned from A-4 or related manufacturing district back into A-1. One proposed remedy that keeps the integrity of the Comp Plan and Farmland Preservation Plan while impacting the fewest number of people is to create a new A-1 district and proposing an A-1NC (no credit

or not certified) district, lands rezoned into this temporary holding district will not receive Farmland Preservation credit. Approximately every 3-5 years the Farmland Preservation Plat Map would be amended to include these lands within the map, and at that time the property would be eligible for the state credit. The Land Conservation Committee (LCC) will have to hold a public hearing, recommended for the month of June, to bring forward the 16 plan amendments as indicated on the map. They would then forward a resolution to the County Board seeking approval of the plan map amendment for the farmland preservation area map in the Farmland Preservation Plan. Frauenfelder stated that he will continue to work with the Information Technology (IT) staff to go over the changes and compile a new map and supporting digital data. A new application will have to be completed and submitted to DATCP. The goal is to have it completed before the end of 2015. **Supervisor Kilkenny made a motion, second by Citizen Member Badame, to schedule a hearing for June 15, 2015 at the regular meeting time. Motion carried 4-0.**

- Discussion/Possible Action – Discussion/Possible Action – Farmland Preservation Non Compliance Recipients Voluntary Waivers (John Ames, Robert E Behnart, Jeff and Teresa Chapman, Dale C and Fail F Folkers Trust, Geraldine and Dennis Greving, Hahn Family Revocable Trust, William and Catherine Jacques , Ray E and Betty J McManaway, Papcke Family LLC, Papcke Properties LLC, Terry C Papcke, Kenneth S Schmitt Trust, Steven and Jodi Scott , Dennis Wellnitz); and Failure to Certify (Robert and Louise Bleser, Clover Valley Farms of Whitewater, James Felland, Roger and Christine Kutz) – Brian Smetana

Supervisor Kilkenny noted that one recipient failed to certify, which is different from a voluntary waiver. Brian Smetana, LURM Sr. Rural Technician presented a brief overview for the committee. The Department of Agriculture requires annual certification that the land owners are following the Land Conservation Plan. Land Conservation sends out a letter in January requesting the land owner inform them as to whether the land was sold or if someone has passed away. The owner then signs the letter stating that they are following the plan. The one failure to certify will be sent out to the Department of Revenue and the Department of Agriculture as a failure to certify in a non-voluntary issue. **Supervisor Kilkenny made a motion, second by Citizen Member Badame, to accept the waivers and acknowledge the failures to certify. Motion carried 4-0.**

- Discussion/Possible Action – Response to Walworth County exemption request from MS4 permit coverage – Michael Cotter

Cotter informed the Board that the letter was included in the packet. The exemption was granted and no action was required.

- Discussion/Possible Action - Wisconsin Biennial Budget - County Land Conservation Grant Levels - Michael Cotter

Cotter stated he met with Chair Russell and Administrator Bretl to discuss the proposed cuts in the Governor's 2015-2017 budget and that there was a sample resolution, which outlines the cuts as proposed and a letter in the packet. **Motion was made by Supervisor Kilkenny, second by Citizen Member Badame, to propose a resolution and forward it to the County Board and to send a letter to all legislators at this time from the Land Conservation Committee. Motion carried 4-0**

- Discussion/Possible Action - Walworth County Land and Water Resource Management Plan - 5 Year Extension - Brian Smetena

Smetana gave a brief overview of the Land and Water Resource Management Plan developed for 2010-2020. Land Conservation uses this plan for information relating to the environment. The plan is a requirement of the State in order to apply for grants. Land Conservation is currently applying for an extension and concentrating on the priorities for 2016 to 2020. They would like to present the plan to the Wisconsin Land and Water Conservation Board around August 4th, and asked the committee to review the plan over the next month and reach a decision next month regarding approval. Fay Amerson, Urban Manager of LURM, stated Land Conservation is looking for the committee's input and comments at the next scheduled meeting.

- Discussion/Possible Action - 2015 Soil and Water Resource Management Grant Contract – Michael Cotter

Cotter gave a brief overview of the 2015 Soil and Water Resource Management Grant Contract. Land Conservation is looking for the committee's approval so the LCC Chair or Administrator can sign and forward it on. This is an annual grant. **Motion by Supervisor Kilkenny, second by Vice-Chair Staples, to approve for signature. Motion carried 4-0**

- Discussion/Possible Action – County Board referral of Wood County Resolution Opposing SB21 & AB21 as it relates to repealing Wisconsin Statute 145.245, Wisconsin Fund Program – Michael Cotter
Cotter stated when he met with Chair Russell and Administrator Bretl about the earlier budget cut they also spoke about the Wisconsin Fund cut. Chair Russell requested data relative to the Fund, which was read to the committee. Cotter stated there is definitely value to the program. Chair Russell commented that it not only impacts the person who has the failing system, but also the neighbors. **Motion by Supervisor Kilkenny, second by Vice-Chair Staples, to propose a resolution to the County Board similar to Wood County's, but with our statistics, and to send a letter to all legislators at this time from the Land Conservation Committee. Motion carried 4-0**

Confirmation of next meeting – The next meeting was confirmed for Monday, May 18, 2015 at 2:00 p.m.

Adjournment

On motion by Supervisor Kilkenny, second by Vice Chair Staples, the meeting adjourned at 2:55 p.m.

County Zoning Agency

MINUTES

April 23, 2015 – 4:30 p.m.

100 West Walworth Street

Elkhorn, Wisconsin

*** * * D R A F T * * ***

Chair Rick Stacey called the meeting to order at 4:30 p.m.

Roll call – Committee members present were Chair Rick Stacey, Supervisor Tim Brellenthin, Citizen Members Richard Kuhnke, Sr. and Jim Van Dreser. Vice-Chair Dave Weber, Supervisors Rich Brandl and Paul Yvarra were absent, excused. A quorum was present.

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, and Site Planner/Hearing Facilitator Matt Weidensee.

Present for a portion of the meeting / hearing was County Administrator David Bretl, Neal Frauenfelder/Senior Planner, and Darrin Schwanke/Code Enforcement Officer.

A “sign-in” sheet listing attendees on April 23, 2015, is kept on file as a matter of record.

Details of the April 23, 2015 meeting / hearing are on a digital recording which is on file and available to the public upon request / video to view on our website: www.co.walworth.wi.us

Richard Kuhnke, Sr. motioned to approve the agenda as amended to table items 8.f.1.) Ronald L. Rhode and 8.f.2.) John F. and Jean V. Jarosz Trust. Seconded by Tim Brellenthin. Motion carried. 4-favor 0-oppose

Jim Van Dreser motioned to approve the March 19, 2015, Minutes. Seconded by Richard Kuhnke, Sr. Motion carried. 4-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter
Disc Count #4:32:43 – 4:33:15

Subdivision Items – Old Business - none

Subdivision Items – New Business – none

Old Business - Ordinance Amendments – none

Old Business – Discussion Items –

Discussion/Possible Action - Setbacks for agricultural structures – Rick Stacey

Disc Count #4:

Jim Van Dreser motions to table item to May for a larger Committee representation. Seconded by Tim Brellenthin. Motion carried. 4-favor 0-oppose

Discussion/Possible Action – Correspondence received regarding short term rental ordinance staff review – Michael Cotter

Disc Count #4:

Richard Kuhnke, Sr. motions to table item to May for a larger Committee representation. Seconded by Tim Brellenthin. Motion carried. 4-favor 0-oppose

New Business - Ordinance Amendments – None

New Business – Discussion Items –

1. Discussion/ Possible Action – Zoning Ordinance text amendment for creating Farm Family Business as a conditional use in the A-2 zoning district – Tim Brellenthin
Disc Count #4:
Tim Brellenthin motions to table item to May for a larger Committee representation. Seconded by Richard Kuhnke, Sr. Motion carried. 4-favor 0-oppose
2. Discussion/ Possible Action – Correspondence from John Stoss regarding his attempt to obtain a permit to repair and maintain a building on his property – Michael Cotter
Jim Van Dreser requests summary of request.
Disc Count #4:34:40 – 4:38:42
Richard Kuhnke, Sr. motions to table item to May for a larger Committee representation. Seconded by Jim Van Dreser. Motion carried. 4-favor 0-oppose

Public Hearing: 5:30 p.m.

Ordinance Amendments – None

Rezones with Conditional Uses –

1. **Charles B. Moelter Family Trust and Moelter Foundation, Section 32 & 33, Lyons Township.** Rezone approximately 3.7 acres of A-1 Prime Agricultural District to the A-4 Agricultural Related Manufacturing, Warehousing and Marketing District for an indoor and outdoor boat storage facility by approval of a conditional use. Rezone approximately 1.5 acres of A-1 to C-2 Upland Resource Conservation District, 7.1 acres of the M-3 Mineral Extraction District to C-2, 18.3 acres of M-3 to the A-1 and 1.7 acres of C-2 to A-1 for return of a mineral extraction barrow site to A-1, a recreational camp, and an agricultural landing strip as separate conditional use approvals. Parts of Tax Parcels N LY-32-4, N LY-33-2 & 3A1.

A-4 Boat Storage Facility

General Conditions

1. Approved as per plan submitted for outdoor and indoor boat storage with all additional conditions.
2. No general public sales allowed from the storage facility. No business activities other than specified in the plan of operations may be conducted from out of the storage facilities.
3. All boats must be stored in the area identified on the approved site plan. Outdoor storage of boats shall be limited to a maximum of 10 boats.
4. On site hours of operation shall be from 6:00 a.m. to 6:00 p.m. with hours up to 9:00 p.m. for return of equipment from off-site seven days a week.
5. Must meet all applicable Federal, State, County and local regulations.
6. Outside lighting shall be shielded and directed on site.
7. The applicant must obtain all required zoning permit approvals including a sign permit.
8. No burning of waste materials shall occur on site.

9. The applicant must obtain the required State Highway D.O.T. approval for any changes to the access.
10. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management permit from the County Conservation Office if required by ordinance.
11. 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. The off street parking area shall be graded and surfaced so as to minimize dust and be properly drained. All parking area shall be clearly marked. All parking must be in compliance with County requirements within 60 days of this approval.
12. The project site must be kept neat, clean, and mowed in all areas.
13. No additional types of equipment may be stored outside without County approval.
14. Any changes to the character, intensity or use of this site not capable of being discerned by the Land Management Department as consistent with this approval must be brought before the Land Management Committee for additional conditional use review.

Specific:

15. No maintenance or acid washing of boats may be conducted at this facility.
16. This approval includes a modification for a 3 foot by 8 foot sign subject to obtaining a zoning permit and meeting the required setbacks.
17. The A-4 portion of the property may not be divided off from the parent parcel without additional approval by the Town and County and approval of a 50 foot access easement or establishment of a separate private drive to serve the recreational camp parcel.

Recreational Camp

General:

1. The Conditional Use for the recreational youth camp is approved as per the plan submitted.
2. Use of the grounds shall be limited to primitive tent camping as a recreation camp as stated in the plan of operations for group camp for Boy Scout, Girl Scout or youth groups of association with a maximum of 200 campers on site.
3. All housing for the recreational camp users shall occur in the buildings identified on the plan or as group primitive (tent) camping in the location identified on the site plan.
4. The project must meet with all State, Federal and local approvals.
5. The applicant must obtain all required County Zoning permit.
6. Hours of operation shall be 24 hours a day with quiet hours between 11:00 p.m. to 6:00 a.m.
7. Sufficient adult supervision must be present at all times when the camp is used by children.
8. The total capacity of the camp shall be a maximum of 200 people as youth groups of association.
9. The applicant must obtain an approved Land Disturbance, Erosion Control and Stormwater permit from Land Conservation if required by Ordinance.
10. The project site must meet with all County sanitary requirements.
11. All perimeter fencing shall be maintained as identified on the project plan.
12. The applicant obtaining adequate liability insurance and keep the insurance current during the life of this conditional use.
13. All lighting must be shielded and directed on to the property.

14. Parking must meet with requirements of the county zoning ordinance. All parking across from residential zoning must be setback 25 feet from the roadway. All parking must be in compliance with County requirements within 60 days of this approval.
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 property owner must provide documentation indicating who shall be contracted with for maintenance (pumping) of the sanitation facilities by contract.
18. The owner shall have the wetland area along the pond delineated and rezone the area to an appropriate upland (C-2) zone district as part of the recreational camp by September of 2015.
19. The owner shall be required to apply for and obtain after the fact zoning permits for all structures built on site without zoning approval.
20. The parking in the field area shall be allowed to be grass so long as the site remains well drained and free from soil tracking.
21. The recreational camp property (N LY-33-2A1) may not be transferred to a separate owner without creation of a new private drive access to Hwy 50 or creation of and recording of a 50 foot access easement crossing the parcel (N LY-33-2) meet all setback requirements.
22. The property owner must submit a revised site plan showing each group campsite meeting the exterior setback requirements for a recreational camp prior to use of the facility. The location of the group camp sites shall be required to meet all size and setback requirements of the County Zoning Ordinance.
23. There shall be no permanent structures, including campers, trailers associated with the group campsites with the exception of the existing structures and the proposed new camp shelter. All structures shall be required to obtain zoning permit approval or be removed from the site.
24. The project plan must specify an approvable alternative water supply for the group camping if the required distance to a public well or water supply are not met.

Agricultural Landing Strip

General:

1. Approved per plan of operations submitted as an agricultural landing strip with all additional conditions.
2. Use of the site shall be limited as described by the plan of operations.
3. The project must meet all applicable Federal, State, County and local regulations and recommendations including any existing or new regulations from the State Department of Transportation and the Federal Aviation Administration.
4. No outside storage of materials or cargo will be allowed on site.
5. The owner must meet all Town, County and/or State highway access requirements.
6. The applicant must obtain a Land Disturbance, Erosion Control and Stormwater Permit from the County Land Conservation Office if required by ordinance.
7. All vehicles shall be parked in marked spaces as identified on the approved plan of operations. All parking areas shall be clearly marked. All parking must be in compliance with County requirements within 60 days of this approval.
8. 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.

Specific:

9. Use of the agricultural landing strip shall be considered private and shall not be open to the public except in case of emergency as determined by the FAA.
10. A maximum of 1 users of the site shall be allowed as the owner. The site is approved for one aircraft with no commercial use of the airstrip.
11. No Special fly-in events shall be allowed.
12. The owner must submit a copy of the Federal Aviation Administration and/or Department of Transportation approvals for use of the property as an agricultural landing strip.
13. The owner must submit a copy of private liability insurance covering use of the property as an agricultural landing strip.
14. The hours of operation shall be from 9:00 a.m. to dark.
15. The owner shall be required to apply for and obtain after the fact zoning permits for all structures built on site without zoning approval.

Presentation by Warren Hansen regarding proposal.

Jim Van Dreser motioned to approve with conditions as stated. Seconded by Tim Brellenthin. Motion carried. 4-favor 0-oppose.

The rezone petition will move forward to the May 12, 2015, Walworth County Board for possible action.

Disc Count #5:32:41 – 5:52:30

2. Roen Farms LLC – Owner, Town of Lyons and Walworth County – Applicants, Section 33, Lyons Township. The Town of Lyons and Walworth County are petitioning to rezone 83.6 acres of A-2 Agricultural zoned property and 31.4 acres of P-1 Park district zoned property back to the A-1 Prime Agricultural district as required by condition of a prior conditional use approval for a commercial horse facility which was not implemented. Tax Parcel N LY-33-1.

Jim Van Dreser motioned to table the matter for one month and send a certified letter to the property owner. Seconded by Tim Brellenthin. Motion carried. 4-favor 0-oppose.

Disc Count #5:52:54 – 6:00:21

Rezoning – None

Conditional Uses

This item tabled to May, 2015.

- ~~1. Ronald L. Rhode, Ronald L. Rhode, Section 25, Troy Township. Conditional use for a bus depot on land zoned B-2 in conjunction with a fuel oil delivery business as a Planned Unit Development (PUD). Tax Parcel L T 25-4A.~~

This item tabled to May, 2015 at property owner's request.

- ~~2. John F. and Jean V. Jarosz Trust – Owners, Jamie and Jennifer Jarosz – Applicants, Section 23, Delavan Township. Conditional use to add antique vehicle sale and service and outdoor storage of antique vehicles and boats to an existing boat sales and service business in the B-2 General Business district. Tax Parcels F D-23 8, 9 and FA1611-1A.~~
3. William Leek Living Trust, William Leek – Owner, Section 6, Walworth Township. Conditional use to add outdoor boat storage to an existing indoor boat storage facility in the B-2 General Business zone district. Part of Tax Parcel E W-60-3.

General Conditions:

1. Approved as per plan submitted for an indoor and outdoor boat storage facilities with all additional conditions.
2. No general public sales allowed from the boat storage facility. No business activities other than specified in the plan of operations may be conducted from out of the boat storage facilities.
3. On site hours of operation shall be from 6:00 a.m. to 6:00 p.m. seven days a week.
4. Must meet all applicable Federal, State, County and local regulations.
5. Boats to be stored indoors may be located outside for drop-off and pick-up only. Boats for drop off and pick up shall be moved into the building or removed from the site on the same day.
6. Outside lighting shall be shielded and directed on site.
7. The applicant must obtain all required zoning permit approvals including a sign permit if different from the present sign.
8. No burning of waste materials shall occur on site.
9. The applicant must obtain the required Town, County and/or State Highway approval for the access.
10. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management permit from the County Conservation Office if required by ordinance.
11. 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. 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.
12. The project site must be kept neat, clean, and mowed in all areas.
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. In order to bring the site into compliance, temporary outside boat storage shall be allowed in the area specified on the site plan submitted and shall end June 7th, 2015. Seasonal outdoor boat storage shall be located in the designated areas. After June 7th, 2015 all on site storage shall be indoors and comply with condition # 5 above.
16. No permanent outside storage of boat trailers or other equipment shall be allowed.

Richard Kuhnke, Sr. motioned to approve. Seconded by Jim Van Dreser. Motion carried. 4-favor 0-oppose.
Disc Count #6:00:25 – 6:04:49

4. John Roberts – Owner, Section 1, Sugar Creek Township. Conditional use to expand an existing outdoor food and beverage area by greater than 25% of the area approved for such use under an existing conditional use approval. Part of Tax Parcel GLGC-8.

General Conditions:

1. The Conditional Use for seasonal use of a deck/patio for outdoor food and beverage consumption is approved as per the plan submitted with the following conditions.
2. Use of the grounds shall be limited to the uses as stated in the plan of operations.
3. The project must meet with all State, Federal and local approvals.
4. The applicant must obtain all required County Zoning permit including a sign permit for any proposed signage.
5. Sufficient adult supervision must be present at all times when facilities are in use.
6. The applicant must obtain an approved Land Disturbance, Erosion Control and Stormwater permit from Land Conservation if required by Ordinance.
7. The applicant is responsible for obtaining adequate liability insurance and keeping the insurance current during the life of this conditional use.
8. All lighting must be shielded and directed on to the property.
9. All parking must occur in the areas identified on the approved plan. Parking must meet with requirements of the county zoning ordinance. All parking must be graded and surfaced so as to be dust free. All parking for business on site must be in compliance with County requirements within 60 days of this approval.
10. The property owner must obtain the required County sanitary permit approval for facilities to be located on site.
11. 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.
12. 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 Conditions:

13. The outdoor deck shall be use from May 1st to October 31st of each year. Hours of operation on the deck/patio shall be 1:00 p.m. to ~~4:00 p.m~~ **11:00 p.m.**
14. All outdoor seating and all outdoor food and beverage consumption must be on the deck/patio.
15. The deck must meet with the commercial building code including all proposed lighting. Open flame tiki torches may not be used as lighting.
16. Any proposed outdoor fire pit/cooking facilities must meet with Local and State requirements.

Tim Brellenthin motioned to approve. Seconded by Richard Kuhnke, Sr. Motion carried. 4-favor 0-oppose.
Disc Count #6:00:53 – 6:09:15

Adjournment

Jim Van Dreser motioned to adjourn. Seconded by Tim Brellenthin. Motion carried.
4-favor 0-oppose

The meeting was adjourned at 6:09 p.m.

WRRTC EXECUTIVE COMMITTEE APRIL 2015 MEETING MINUTES

**Wisconsin River Rail Transit Commission
Executive Committee Meeting - Friday, April 10, 2015 @ 10am
Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI**

1. 10:05 AM **Call to Order** – *Alan Sweeney, Chair*
2. Roll Call. **Establishment of Quorum** – *Mary Penn*

Crawford	Tom Cornford (2 nd Vice Chair)	x	Jefferson	Augie Tietz (3 rd Vice Chair)	x
Dane	Gene Gray (Treasurer)	x	Rock	Alan Sweeney (Chair)	x
	Chris James (1 st Vice Secretary)	x	Sauk	John Miller (1 st Vice Treasurer)	NA
Grant	Robert Scallon (1 st Vice Chair)	x	Walworth	Richard Kuhnke (2 nd Vice Treasurer)	x
Iowa	Charles Anderson (Secretary)	x	Waukesha	Karl Nilson (4 th Vice Chair)	x

Commission met quorum.

Staff present for all or some of the meeting:

- Mary Penn, WRRTC Administrator
- Ken Lucht, WSOR
- David Simon, Kim Tollers, WDOT
- Jim Matzinger, Dane County CPA

3. Action Item. **Certification of Meeting’s Public Notice** – *Noticed by Penn*
 - *Motion to approve posting of meeting – Cornford/Scallon, Passed Unanimously*
4. Action Item. **Approval of Agenda** – *Prepared by Penn*
 - *Motion to approve agenda – Nilson/Kuhnke, Passed Unanimously*
5. Action Item. **Approval of March Executive Committee Minutes**– *Prepared by Penn*
 - *Motion to approve March Executive Committee minutes – Nilson/Gray, Passed Unanimously*

6. Updates. **Public Comment** – *Time for public comment may be limited by the Chair*
 Alan Sweeney asked the representatives from Frontier Communications to introduce themselves to the Committee. There were no other public comments.

7. Updates. **Correspondence & Communications** – *Discussion may be limited by the Chair*
 Mary Penn listed the correspondence she had dealt with in the past month, including her conversation regarding insurance and permits. In regard to a question related to Commission administrative procedures, she said Eileen Brownlee concurred that a discussion and possibly an action item would be on the May meeting agenda when the Full Commission met.

8. Updates. **Announcements by Commissioners** – *No Discussion Permitted*
 There were no announcements.

REPORTS & COMMISSION BUSINESS

9. **WRRTC Financial Report** – *Jim Matzinger, Dane County CPA / WRRTC Accountant*
 - *Motion to approve the Treasurer’s Report and checks - Anderson/Cornford, Passed Unanimously*

Jim Matzinger presented the Treasurer’s Report to the Committee. He said there had not been a lot of activity for the 1st quarter but noted there were still projects from last year to be paid. He also added that had been some revenue collected via permit fees.

Charles Anderson asked about the exact total of the accounting services. Lucht asked about the total billables for the rehabilitation project.

10. **Wisconsin & Southern Railroad’s Report on Operations** – *Ken Lucht, WSOR*
 Ken Lucht updated the Committee on the Milton siding project which was going very well. By May 1st the project should be completed and he noted it was a “major, major capacity improvement”. On the Fox Lake sub continuous welded rail (CWR) project between Janesville and Avalon, there were welding crews on the track and from Beloit Avenue to five points in Janesville WSOR was going out to bid. WSOR was also working on overhead bridges in Janesville.

Lucht noted that there was a bridge project at Blue River on the Prairie sub with a complete bridge replacement on the structure. He said this week there was a 48 hr. window to cut the deck. There would be 286K lb. loads supported and it would have CWR. In Wauzeka, there was a 48 hr.

WRRTC EXECUTIVE COMMITTEE APRIL 2015 MEETING MINUTES

window of interruption to replace the deck on a bridge there. Lucht said this was going to be a “banner year” for WSOR, WDOT and the Commission to update the track.

Terry Thomas commented that track lights on Beloit Ave weren't on but the crew was right there working on the track.

Karl Nilson spoke about the groundbreaking at Plymouth and said it was a nice affair, attended by a lot of dignitaries and it was very well done. He said the railroad got a lot of good exposure as well as the commissions. Lucht said that service had resumed in Oregon so sand was getting shipped. He said WSOR did have about 19 trains go before the season ended. Lastly, he said that 2 weeks ago work on the Plymouth to Kohler segment was ceremoniously begun.

Tom Cornford asked about the Prairie project and if there was any feedback from the City. Lucht said WSOR had not received any feedback but WSOR was giving feedback to the City as requested.

Nilson said that on NPR he had heard about fracking sand derailment on a northern WI track, not on WRRTC track.

11. WDOT Report—Kim Tollers, WDOT

Dave Simon said that he did not have a lot to report. He reiterated the budget process and noted that during the time between the Governor's budget and the WDOT's budget there was a lot of political activity going on. He said he had not heard anything about FRPP or FRIIP but noted he was not usually in the loop on that but if he heard anything, he would report on it. He said they should know the budget by June.

Simon noted he had also gone to the Plymouth groundbreaking. He said the Secretary enjoyed himself well. Simon spoke to the good public/private partnership this opportunity showcased.

Lastly, Simon said the performance measures for WDOT showed there was a goal to bring WDOT tracks to higher standards every year. He said WDOT's goals were in sync with WRRTC and WSOR's. He spoke of a new internal goal (bridge conditions) that may eventually become an external goal. He said WDOT was going to count bridges as the structure alone, not length of the bridge. He said there were many, many bridge projects in the “hopper”. Lucht said there were about 100 bridges backed up to 2013 and said WSOR had a lot of bridge projects ahead of them. As bridges were improved, the bridge performance measures would inch up.

Gary Ranum asked about the 286,000 lb measured and if it was gross weight per car (car and load) on the track.

Nilson asked if the bridges all carried weight would there be more attention given to little bridges to bring numbers up. Simon said all bridges were being concerned equally.

Augie Tietz asked how many bridges were on the line from Watertown to Madison. Lucht said not too many but there were some and Lucht could get exact numbers for him.

12. WRRTC Administrator's Report – Mary Penn, WRRTC Admin.

Mary Penn gave her report on administrative duties of the past month. There was discussion on procedures and it was suggested that the May agenda include an item dealing with Commission procedures.

Robert Scallon said he had been in a budget meeting in LaCrosse and said the WCA said the budget cuts would be very hard on senior citizens.

13. Discussion and Possible Action on Utility Permit (Permit # 2015-1-WI) for Frontier Communications Bore at T6N R9E Section 35, Oregon Sub, City of Fitchburg, Dane County, Wisconsin – Deb Friederichs, Frontier Communications

Ed Stieber, representing Frontier, explained the project to the Commission, noting they were placing fiber optics under the track along CTY Hwy M to serve a prison.

- *Motion to approve Utility Permit (#2015-1-WI) contingent upon WSOR approval – Anderson/Gustina;*
- *Motion to amend original motion – Nilson/Cornford, Passed Unanimously*
- *Motion to approve Utility Permit (#2015-1-WI) contingent upon WSOR approval and the inclusion of data be supplied to Diggers Hotline – Anderson/Gustina; Passed Unanimously*

Stiebers said June 1 was the deadline for the project and noted that the project was intended for the prison's security. Nilson confirmed that the line would be bored. Steiber said typically the bore would be 10' under the track in PVC duct, boring for a total of 150'. Nilson asked if the installation would go into the Call 800 Locate Services. Steiber confirmed it would and the Committee looked at the schematic provided. Charles Anderson confirmed that this project was for the prison only as of now but Steiber said it might be used by other customers in future.

Tollers noted that a 10' directional bore below track was “well within parameters”. Tollers and Lucht discussed involving WDOT in utility permits and Tollers said she was sure WDOT would be glad to review them as the WRRTC didn't have the expertise to determine feasibility. Tollers said the WRRTC could approve contingent upon review of either WSOR or WDOT and Lucht said if some of the information could be forward to him WSOR could act.

16. Action Item. Adjournment

- *Motion to adjourn at 10:45 AM – Cornford/Scallon, Passed Unanimously*



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES April 9th, 2015

Final

The April 9th, 2015 Whitewater/Rice Lakes Management District board meeting was called to order by chairman Rich Charts at 6:00 PM. Board members present were, Chuck Chamberlain, Ernie Roy, Brad Corson and Larry Brady by tele-conference.

Absent: Jerry Grant Walworth County Representative and Norm Prusener Whitewater Town Representative

Standing Teams Present – Dave Cleven

Standing Teams absent – Tom Ganfield, Tom Potrykus,

Guest Present: Art Speerbrecher, Lillian Roy, Robert Strand and Jeff Widner

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

Rich asked the agenda be amended to move the review of the Spring Newsletter to #3 on the published agenda rather than #10 under Other Business. Chuck motioned to approve the agenda as amended, seconded by Ernie. Motion Carried. The newsletter handout was reviewed. Rich will e-mail Susie the edited corrections for submission to the printer by Monday April 13th, 2015.

A motion to approve the March 12th, 2015 minutes was made by Brad, seconded by Ernie. Motion Carried..

PUBLIC INPUT- None

Rich extended a welcome to Robert Strand and congratulated him on being elected as Town of Whitewater Road Supervisor.

COMMISSIONER REPORTS

Secretary – Correspondence - None

Finance – Brad reviewed the expense handout asking for approval of the February expenses totaling \$189.05 and the March expenses of \$2114.39 and total disbursements of \$7,114.39. (\$5,000 advance to J & T Marina for start up) Brad motioned these expenses be approved, seconded by Ernie, Motion Carried. Brad then reported he identified an issue with the 2015 budget and proposed to execute a budget resolution to be submitted at the May meeting. The intent of the 2015 budget approval during the August 23rd, 2014 meeting was to fund the 2014 deficit through the 2015 tax proceeds, but in fact the precise wording of the actual motion limits the ability fully to do so.

The approved 2015 budget of \$324,447 included a specific 2014 deficit based on an estimate in the amount of \$9,477 and does not provide for the actual deficit of \$11,969.

Weed - No formal report. Discussion was held regarding the weed growth in the south bay and the need to stay in touch with the Concerned South Bay Citizens.

Chemical – Ernie reported Heidi Bunk has the permit and will be sending it in. She suggested a water temperature test be taken. Ernie and Tom Garfield will be doing so the week of April 13th, 2015 and will send results to Amy Kay of Clean Lakes. A survey is scheduled for April 21st – 22nd, 2015. Tentatively spraying is scheduled for May 20th, 2015.

Bog - No official report

Equipment – Chuck reported the following:

The manufacturing of the transport barge and trailer will be completed and delivered early June.

The harvesting equipment is out of storage and being serviced by JNT. Our trucks are being serviced by S & H Truck Service in Whitewater.

The Boat Launch Ordinance is scheduled to be approved at the April 22nd, 2015 Whitewater Town Board meeting.

Wildlife Management – Dave reported his committee will be locating nests soon and analyze going forward.

Fish – In Tom's absence Rich reported Tom is suggesting his fish stocking budget be used for carp removal and he will continue researching costs and carp removal fishermen.

Safety – Larry reported DNR Boating Safety class is going to be held May 16th and 17th, 2015 from 8 AM to 12 noon both days.

Audit – No Report

Water Quality – No Report

2015 Schedule – Rich reviewed the timeline schedule adding publication of the spring and summer newsletter to the second and third quarter.

OLD BUSINESS – None

NEW BUSINESS - In Jerry's absence Rich led a discussion regarding the AIS volunteers. The following was discussed: Shirts / Vests, applications, and grippers/grabbers to pull weeds off trailers. Vests would be more lucrative than shirts and needs to be a bright color.

OTHER BUSINESS - Review of the Spring Newsletter moved to #3 on the agenda. AIS training will be held at George Williams College in Williams Bay April 29th, 2015 from 9AM to 12 noon. April 18th a meeting regarding different algae will be held at the Bloomfield Town Hall in Pell Lake.

Next Meeting: May 14th, 2015 at 6:00 PM

Rich motioned to adjourn the meeting. Seconded by Ernie Motion Carried. Meeting Adjourned at 7:10 PM.

Respectfully submitted
Susie Speerbrecher, Clerk

Walworth County Board of Adjustment
MINUTES

April 8, 2015 - Hearing – 8:30 AM

April 9, 2015 – Meeting – 8:30 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on April 8 & 9, 2015, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on April 8, 2015, were Vice-Chair Gregory E. Guidry, Secretary Ann Seaver, 1st Alternate Elizabeth Sukala and 2nd Alternate Franklin B. Jones. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. Those present on April 9, 2015, were Vice-Chair Gregory E. Guidry, Secretary Ann Seaver, 1st Alternate Elizabeth Sukala and 2nd Alternate Franklin B. Jones. Deb Grube, Senior Zoning Officer, Maegan Sankey, Urban Watershed Technician and Wendy Boettcher, recording secretary were in attendance. “Sign-in” sheets listing attendees on April 8, 2015, and April 9, 2015, are kept on file as a matter of record.

The April 8, 2015, hearing was called to order by Acting Chair Gregory E. Guidry at 8:30 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Elizabeth Sukala motioned to approve the agenda as amended to move hearing #5. August D. Fesi & Lisa Marie Bursich / Delavan Township to hearing #1. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. Ann Seaver motioned to approve the March 11 & 12, 2015, Minutes and dispense with the reading. Seconded by Gregory E. Guidry. Motion carried. 2-favor, 0-oppose.** Elizabeth Sukala abstained from voting as she was not present at the March 11 & 12, 2015, meetings. Gregory E. Guidry stepped down for the remainder of the hearing after item #7.A.1. concluded and Franklin Jones sat in for the remainder of the hearing. Ann Seaver took over as Acting Chair for the remainder of the hearing after Gregory E. Guidry stepped down. **After testimony of all cases, Elizabeth Sukala motioned to recess until 8:30 A.M. on Thursday, April 9, 2015. Seconded by Franklin Jones. Motion carried. 3-favor, 0-oppose.** The April 8, 2015, hearing went into recess at approximately 12:03 P.M.

On April 9, 2015, at 8:30 A.M., Acting Chair Gregory E. Guidry 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 amended to move hearing #5. August D. Fesi & Lisa Marie Bursich / Delavan Township to hearing #1. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose.** Gregory E. Guidry stepped down for the remainder of the meeting after item #5.A.1. concluded and Franklin Jones sat in for the remainder of the hearing. Ann Seaver took over as Acting Chair for the remainder of the meeting after Gregory E. Guidry stepped down. **After the decisions were completed, Elizabeth Sukala motioned to adjourn until the May 13, 2015, hearing at 8:30 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The April 9, 2015, decision meeting adjourned at approximately 9:22 A.M.

Nine variance hearings were scheduled and details of the April 8, 2015, hearings and the April 9, 2015, decisions are digitally recorded and available to the public upon request / video to view on our website: www.co.walworth.wi.us.

Old Business

Thursday, April 9, 2015

Count #8:31:00 – 8:40:55

Douglas B. & Amanda W. Rowe, owners – Section(s) 17 - East Troy Township

Applicants are requesting a variance from Section(s) 74-167 of Walworth County's Code of Ordinances – Shoreland Zoning to install a tram in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance permits one access to the shoreline with 149' of shore frontage and requires access to be located within a 40' view / access corridor and permits existing two walkways to remain.

VARIANCE REQUEST: The applicants are requesting to add a third access (tram) to the shore with a 105' view / access corridor. The request is a variance from Section(s) 74-167 of Walworth County's Code of Ordinances – Shoreland Zoning to install a tram in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 9, 2015, for the petition of Douglas B. & Amanda W. Rowe, owners, voted to **APPROVE** the request to add a third access (tram) to the shore with a 105' view / access corridor.

A motion was made by Ann Seaver to approve the variance request with a 25 square foot maximum platform at the bottom of the tram in the shore yard. Seconded by Gregory E. Guidry for discussion. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the existing second walkway was located and determined to be abandoned. The Board found to require removal of the second walkway would cause unnecessary hardship. The Board found to require removal of the second walkway on a steep slope would cause land disturbance that would be detrimental to the shore yard. The Board found to approve the tram to the shore with a 105' view / access corridor would cause no harm to public interests. The Board found to permit a platform no more than the 25 square foot maximum allowed by the Ordinance to be built at the bottom of the tram in the shore yard would allow safe ingress / egress for the tram. The Board found to approve the variance request would not harm the public's interest in navigable waters. There were letters of support from the Town of East Troy and a neighboring property owner. There was a letter of opposition from the Wisconsin Department of Natural Resources. There was a letter of comment from the Walworth County Land Conservation Division.

New Business – Variance Petitions

Hearing – Count #9:09:13 – 9:14:38 / Decision – Count #8:48:50 – 8:53:59

The First Hearing was Melvin G. & Constance P. Glatz-Helms, owners – Section(s) 23 – La Grange Township

Applicants are requesting a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to permit the location of a garage addition.

REQUIRED BY ORDINANCE: The Ordinance requires a 15' setback (east).

VARIANCE REQUEST: The applicants are requesting a 14.5' setback (east). The request is a variance from Section(s) 74-51 of Walworth County's Code of Ordinances – Zoning to permit the location of a garage addition.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of Melvin G. & Constance P. Glatz-Helms, owners, voted to **APPROVE** the request for a 14.5' setback (east).

A motion was made by Elizabeth Sukala to approve the variance request. Seconded by Franklin Jones. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the small lot size to be a unique property limitation. The Board found the garage addition was constructed by a previous owner. The Board found the setback violation was not discovered until the property was surveyed after purchase by the current owner. The Board found to require removal of the structure would cause unnecessary hardship. The Board found to approve the variance request would cause no harm to public interests. The Board found the variance request to be a small increment of relief. There was no support. There was no opposition.

Hearing – Count #9:14:45 – 9:24:49 / Decision – Count #8:54:00 – 8:57:19

The Second Hearing was Helen M. Person, owner – Section(s) 9 – Richmond Township

Applicant is requesting a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a 24' x 24' accessory structure (garage).

REQUIRED BY ORDINANCE: The Ordinance permits a 25.3' street yard setback (house) and a 15' side yard setback.

VARIANCE REQUEST: The applicant is requesting a 10.5' street yard setback and a 3.5' side yard setback. The request is a variance from Section(s) 74-163 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a 24' x 24' accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of Helen M. Person, owner, voted to **APPROVE** the request for a 10.5' street yard setback and a 3.5' side yard setback.

A motion was made by Franklin Jones to approve the variance request as requested. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found to approve the variance request would allow removal of the temporary storage structure on the property. The Board found the topography and steep slope of the parcel as well as the location of the dry well and septic system limited options for placement of the proposed accessory structure. The Board found to approve

the variance request would cause no harm to public interests. The Board found to approve the variance request will not harm the public's interests in navigable waters. There was one letter of support from the Town of Richmond and a petition of support. There was one letter of opposition from a neighboring property owner.

Hearing – Count #9:25:10 – 9:43:19 / Decision – Count #8:57:20 – 9:02:20

The Third Hearing was Dominic M. & Joann M. Sergi Trust, owner / Prairie Tree Landscaping, Craig Olsen, applicant – Section(s) 26 – La Grange Township

Applicants are requesting a variance from Section(s) 74-167 / 74-181 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a walkway / stairway in the shore yard with grade changes and retaining walls.

REQUIRED BY ORDINANCE: The Ordinance permits a view access / corridor not to exceed 40' in width and permits retaining walls where necessary for erosion control and minimal grade changes.

VARIANCE REQUEST: The applicants are requesting a view / access corridor 50' in width, retaining walls and grade changes to install the walkway / stairway. The request is a variance from Section(s) 74-167 / 74-181 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a walkway / stairway in the shore yard with grade changes and retaining walls.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of Dominic M. & Joann M. Sergi Trust, owner / Prairie Tree Landscaping, Craig Olsen, applicant, voted to **APPROVE** the request for a view / access corridor 50' in width, retaining walls and grade changes to install the walkway /stairway.

A motion was made by Elizabeth Sukala to approve the variance request. Seconded by Franklin Jones. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the steep slope to be a unique property limitation. The Board the owner had worked with the County to develop a plan to eliminate a number of retaining walls between the upper and lower levels. The Board found to approve the variance request would improve safe access to the waterfront. The Board found to approve the variance request would cause no harm to public interests. The Board found the owner has made an effort to select plantings that improve water flow. The Board found to approve the variance request would allow the riser height of the stairway to meet building codes. A contractor spoke in support. There was a letter of comment from the Walworth County Land Conservation Division. There was no opposition.

Hearing – Count #9:43:20 – 9:55:43 / Decision – Count #9:02:21 – 9:05:50

The Fourth Hearing was Gale & Dawn M. Shelbourn, owners / Gale & Dawn Shelbourn, applicants – Section(s) 34 – Whitewater 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 permit and construct additions and roof alteration to a single-family residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 57.17' shore yard setback (average) and a 15' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 33.2' shore yard setback for a conservatory, a 42.6' shore yard setback and an 8.7' side 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 permit and construct additions and roof alteration to a single-family residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of Gale & Dawn M. Shelbourn, owners / Gale & Dawn Shelbourn, applicants, voted to **APPROVE** the request for a 33.2' shore yard setback for a conservatory, a 42.6' shore yard setback and an 8.7' side yard setback.

A motion was made by Ann Seaver to approve the variance request. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found additions to the existing residence done over a number of years following the building codes at the time resulted in an 18' difference in floor height between the residence and the additions. The Board found to deny the variance request causing the owner to tear down and rebuild would be an unnecessary hardship. The Board found to approve the variance request will allow the owner to raise the floor and roof to make a level and more safe living area. The Board found to approve the variance request would cause no harm to public interests. The Board found to approve the variance request will not obstruct the lake view of neighboring property owners. The Board found to approve the variance request will not harm the public's interest in navigable waters. There was a letter of support from the Town of Whitewater and five letters of support from neighboring property owners. There was no opposition

Hearing – Count #8:33:45 – 9:08:08 / Decision – Count #8:40:56 – 8:48:49

The Fifth Hearing was August D. Fesi & Lisa Marie Bursich, owners / Thelen Total Construction, applicant – Section(s) 32 – Delavan 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 a single-family residence and deck.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback.

VARIANCE REQUEST: The applicants are requesting a 51.4' shore yard setback for a deck and a 63.53' shore yard setback for a residence. 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 a single-family residence and deck.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of August D. Fesi & Lisa Marie Bursich, owners / Thelen Total Construction, applicant, voted to **MODIFY and APPROVE** the request for a 51.4' shore yard setback for a deck TO BE A PATIO and a 63.53' shore yard

setback for a residence WITH STEPS TO THE PATIO.

A motion was made by Ann Seaver to approve the variance request for the home with proper egress per code and with a patio instead of a deck. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the large vacant lot to the east did not allow for shore yard averaging. The Board found the proposed setbacks are comparable to those on adjacent properties. The Board found to deny the variance request would cause unnecessary hardship as the existing home is in need of extensive repairs. The Board found to modify the request for a deck and approve a pervious patio would not obstruct neighbors. The Board found to approve the variance request would cause no harm to public interests. The Board found to approve the variance request will not harm the public's interest in navigable waters. There was one letter of support from the Town of Delavan. There was one letter of opposition from the Wisconsin Department of Natural Resources.

Hearing – Count #9:55:52 – 10:14:30 / Decision – Count #9:05:51 – 9:09:37

The Sixth Hearing was T M Properties & Management LLC, owner / Hanson's Landscaping, applicant – Section(s) 17 – East Troy Township

Applicants are requesting a variance from Section(s) 74-167 of Walworth County's Code of Ordinances – Shoreland Zoning to replace a stairway in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires a second access to the shore to be replaced in the footprint and envelope and limits a view / access corridor to 22.5' in width.

VARIANCE REQUEST: The applicants are requesting to replace a second access to the shore outside the footprint and envelope and a 60' view / access corridor. The request is a variance from Section(s) 74-167 of Walworth County's Code of Ordinances – Shoreland Zoning to replace a stairway in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of T M Properties & Management LLC, owner / Hanson's Landscaping, applicant, voted to **APPROVE** the request to replace a second access to the shore outside the footprint and envelope and a 60' view / access corridor.

A motion was made by Elizabeth Sukala to approve the variance request. Seconded by Franklin Jones. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the existing stairs have existed for some time and are in poor condition. The Board found to approve the variance request would improve the safety of lake access on the steep slope. The Board found the owner is restoring rather than replacing the stairway keeping land disturbance to a minimum. The Board found the work will be done using hand tools rather than machinery that would cause greater land disturbance. The Board found to approve the variance request would provide alternate shore yard access should the tram be rendered unusable. The Board found the stairway riser requirements dictated the configuration of the stairway. The Board found the variance request would cause no harm to public interests. There was one letter of support from the Town of East

Troy. There was one letter of opposition from the Wisconsin Department of Natural Resources.

Hearing – Count #10:14:37 – 11:02:37 / Decision – Count #9:09:38 – 9:14:47

The Seventh Hearing was Douglas & Tracy Marconnet, owners – Section(s) 24 – 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 a new single-family residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 59.6' shore yard setback (average) and a 15' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 49.1' shore yard setback and an 8' side 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 a new single-family residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of Douglas & Tracy Marconnet, owners, voted to **APPROVE** the request for a 49.1' shore yard setback and an 8' side yard setback.

A motion was made by Elizabeth Sukala to approve the variance request as presented. Seconded by Franklin Jones. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found a unique property limitation in water touching two sides of the narrow parcel. The Board found to approve the variance request would allow improvement of the property. The Board found to approve the variance request would cause no harm to public interests. The Board found to deny the variance request would cause unnecessary hardship. The Board found the owner put effort into designing a residence to fit the contours of a lot that is unique in size and shape. The Board found the location of the well and septic will limit the availability of buildable land. The Board found the proposed residence will be set back further from the lake than the existing. A neighboring property owner spoke in support. There were letters of support from the Town of La Grange and the Pleasant Lake Protection and Rehabilitation District and eight letters of support from neighboring property owners. A neighboring property owner spoke in opposition. There was a letter of opposition from the Wisconsin Department of Natural Resources.

Hearing – Count #11:02:45 – 11:57:34 / Decision – Count #9:14:48 – 9:19:04

The Eighth Hearing was Michael & Margaret Paddock, owners / William & Roxanne Hamilton, c/o John L. Maier, Jr., Sweet & Maier, S.C., applicants – Section(s) 25 & 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 a single-family residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 25' street yard setback, a 10.56' side yard setback (16% lot width) and a 71.75' shore yard setback (average).

VARIANCE REQUEST: The applicants are requesting a 13' street yard setback, an 8' side yard setback and a 59' 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 a single-family residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of Michael & Margaret Paddock, owners / William & Roxanne Hamilton, c/o John L. Maier, Jr., Sweet & Maier, S.C., applicants, voted to **DENY** the request for a 13' street yard setback, an 8' side yard setback and a 59' shore yard setback.

A motion was made by Franklin Jones to deny the variance request. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the applicant has the ability to meet the zoning ordinance as proven by the County zoning permit issued December 13, 2013, for a single-family residence. The Board found to deny the variance request would cause no unnecessary hardship. The Board found any hardship is self-imposed as the owner has an approved zoning permit for a single-family residence that is in compliance with the Zoning Ordinance. The Board found compliance with the strict requirements of the zoning ordinance would not unreasonably prevent the owner from using the property for a permitted purpose. The Board found the variance request was personal and did not meet the criteria necessary for approval. There was no support. Attorney Russell Devitt and a neighboring property owner spoke in opposition. There was a letter of opposition from the Town of La Grange, four letters of opposition from neighboring property owners and a letter of opposition from the Wisconsin Department of Natural Resources.

Hearing – Count #11:57:40 – 12:00:19 / Decision – Count #9:19:05 – 9:21:55

The Ninth Hearing was George A. Leedle Corp, owner / Tom Leedle, applicant – Section(s) 36 – Linn Township

Applicants are requesting a variance from Section(s) 74-44 / 74-51 of Walworth County's Code of Ordinances – Zoning to construct a livestock structure (hay & stray storage).

REQUIRED BY ORDINANCE: The Ordinance requires a 100' setback for livestock structures.

VARIANCE REQUEST: The applicants are requesting a 64.6' setback (east). The request is a variance from Section(s) 74-44 / 74-51 of Walworth County's Code of Ordinances – Zoning to construct a livestock structure (hay & straw storage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of April 8 & 9, 2015, for the petition of George A. Leedle Corp, owner / Tom Leedle, applicant, voted to **APPROVE** the request for a 64.6' setback (east).

A motion was made by Elizabeth Sukala to approve the variance request. Seconded by Franklin Jones. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the variance request to be a small increment of relief. The Board found to approve the variance request would cause no harm to public interests as the property abuts farmland. The Board found to approve the variance request would allow the structure to be located out of the drainage path on the parcel. The Board found to approve the variance request would help keep the food supply clean and dry for the farm operation. The Board found to approve the variance request would keep the structure in close proximity to the existing accessory structures making for a more efficient livestock operation. There was one letter of support from a neighboring property owner. There was no opposition.

Other

- A. Discussion / possible action on Township correspondence – none

Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence - none

Proposed discussion for next agenda

The following items were requested to be put on the May 2015 agenda, if applicable:

- A. Discussion / possible action on Township correspondence
- B. Court cases update
- C. 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.

BOARD OF ADJUSTMENT DECISION

Thursday, April 9, 2015

PLEASE SIGN IN

NAME (Please Print)	ADDRESS (Please Print)	TOWNSHIP & PHONE NUMBER (Please Print)
Mary Galvin	W5229 Stewart Dr Elkhor	262.325.7580
Craig Olson	123 Hwy 12 Elkhor WI	(414) 550-7210
Bill & Roxanne Hamilton	1005 Ashley Dr	815.519.3238
Randy Thompson	1497 N. Wisconsin St - Elkhor	262-727-3588