

Walworth County Board of Adjustment
MINUTES

August 10, 2016 - Hearing – 9:00 AM

August 11, 2016 – Meeting – 9:00 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on August 10 & 11, 2016, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on August 10, 2016, 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 August 11, 2016, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Also present was Attorney Dean B. Richards of Reinhart, Boerner Van Deuren, S.C. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. “Sign-in” sheets listing attendees on August 10, 2016, and August 11, 2016, are kept on file as a matter of record.

The August 10, 2016, hearing was called to order by Chair John Roth at 9:00 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as amended to postpone hearing #8. William P. & Patricia A. Hite / Whitewater Township and hearing #11. No Free Time LLC – Cassandra Kordecki / Geneva Township and hearing #12. Andrew Huebner Trust / Geneva Township. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the July 13 & 14, 2016, Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Elizabeth Sukala motioned to recess until 9:00 A.M. on Thursday, August 11, 2016. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The August 10, 2016, hearing went into recess at approximately 10:46 A.M.

On August 11, 2016, at 9:00 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. Elizabeth Sukala took the Oath of Office. Elizabeth Sukala’s term expires June 30, 2019. **Ann Seaver motioned to approve the agenda as amended to postpone hearing #8. William P. & Patricia A. Hite / Whitewater Township and hearing #11. No Free Time LLC – Cassandra Kordecki / Geneva Township and hearing #12. Andrew Huebner Trust / Geneva Township. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Ann Seaver motioned to adjourn until the September 14, 2016, hearing at 9:00 A.M. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose.** The August 11, 2016, decision meeting adjourned at approximately 10:11 A.M.

Ten variance hearings and two appeals were scheduled and details of the August 10, 2016, hearings and the August 11, 2016, decisions are digitally recorded and available to the public upon request / video to view on our website: www.co.walworth.wi.us.

Old Business

Appeal decisions tabled from July 2016 agenda:

Hearing – Count # N/A / Decision – Count #9:05:27 – 9:47:35

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – (Shoreland) Zoning. The applicant’s interpretation is that the property is grandfathered as a legal non-conforming use due to renting prior to December, 2014.

A motion was made by Ann Seaver to take all applicants appeals en masse. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

A motion was made by Ann Seaver that the applicants violated the Walworth County Zoning for transient rentals. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

A motion was made by Elizabeth Sukala that the landowners do not have a permitted non-conforming use. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

1. Gary R. Kreitlow & Joan M. Welsh, owners – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the property is grandfathered due to renting prior to the decision date.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

2. James A. & Teresa G. Shymansky, owners – East Troy Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the property is grandfathered due to renting prior to December, 2014.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

3. 2504 Northshore LLC, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

4. Neal & Debra A. Siegel Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – La Grange Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

5. Geneva Hillside Resort LLC, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Linn Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

6. Joseph R. & Lynn M. Procter, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Whitewater Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

- 7. 814 Inlet Shore Drive, LLC, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but

instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

8. Randall S. Shelden, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Geneva Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered), A-2, Agricultural Land District and C-4, Lowland Resource Conservation District based on Section(s) 74-163 / 74-178 / 74-179 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered), A-2, Agricultural Land District and C-4, Lowland Resource Conservation District.

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

9. Linda Hoff-Hagensick Trust, Linda Hoff-Hagensick, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Linn Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-38 / 74-54 / 74-63(3) / 74-131. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

10. Peter G. & Maureen P. Maloney Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

11. Dale L. Doepke, Patricia A. Doepke Trust, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – La Grange Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

12. Rittenhouse Family Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Walworth Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

13. Brent W. & Pamela M. Meder, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Linn Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-38 / 74-54 / 74-63(3) / 74-131. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

14. Amy L. Holfeld, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but

instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

15. Kevin G. & Maureen T. Gleason, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – La Grange Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

16. Timothy & Patricia J. Fiedler, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Linn Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes

a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

17. Warren Riker Stearns Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – East Troy Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner

violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

18. Kathleen Lewis Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

19. Dennis R. & Jane Royalty, owners / Andrea L. Murdock, Halloin & Murdock, S.C.,
applicant – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

20. Joseph & Dolores Trattner, owners / Andrea L. Murdock, Halloin & Murdock, S.C.,
applicant – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than

30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning.

By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

21. Patrick J. & Joy M. Kline, owners / Andrea L. Murdock, Halloin & Murdock, S.C..
applicant – East Troy Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The

Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use.

The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

22. Levin Family Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Delavan Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

23. Douglas J. & Susan C. H. Hood, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – La Grange Township

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) /

74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 11, 2016, voted to **UPHOLD** the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: By a motion unanimously adopted, the Board found that by engaging in transient rentals in a single family zoning district, the landowner violated the Walworth County Code of Ordinances – Shoreland Zoning. By a motion unanimously adopted, the Board found the landowner did not establish transient rentals as a permitted non-conforming use. The Board found the landowner did not meet the burden of proving a legally permitted nonconforming use. The Board found the property owner did not demonstrate that the use of the property or investment for transient rentals was so continuous or substantial as to give vested rights to continue the transient rental activity, but instead found the use to be sporadic and occasional. The Board found the owner did or could use the home for personal use when not used for transient rental and the owner could not prove that purchases or improvements for the home or property were solely for transient rental use. The Board found that most expenditures were generally consistent with the use of a single family dwelling and that the landowner would not suffer substantial damage if transient rental is not permitted as a non-conforming use. The full findings of the Board are set forth in the record of proceedings of the August 11, 2016 meeting and are incorporated into this decision.

New Business – Variance Petitions / Appeals

Hearing – Count #9:05:20 – 9:18:24 / Decision – Count #9:48:36 – 9:51:43

The First Hearing was Christopher J. & Jenna R. Hauca, owners – Section(s) 34 – La Grange Township

Applicants are requesting a variance from Section(s) 74-163(3) / 74-181 / 74-232 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a walkway / deck and a fence.

REQUIRED BY ORDINANCE: The Ordinance requires a 19' street yard setback for open / uncovered structures and 2' street yard setback for a fence.

VARIANCE REQUEST: The applicants are requesting a 1' street yard setback for a deck / walkway and a 0' street yard setback for a fence. The request is a variance from Section(s) 74-163(3) / 74-181 / 74-232 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a walkway / deck and a fence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of Christopher J. & Jenna R. Hauca,

owners, voted to **APPROVE with condition** the request for a 1' street yard setback for a deck / walkway and voted to **APPROVE** a 0' street yard setback for a fence. The condition for the deck / walkway is for the decking to be designed to allow water to flow between the boards.

A motion was made by Ann Seaver to approve the variance request with the condition erosion control measures are in place. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found exceptional circumstances in the steep slope of the property. The Board found the fence / railing necessary for safety. The Board found the deck / walkway had existed for some time and was being replaced. The Board found the deck / walkway was a safer means of access to the house than a stairway that would cause water runoff problems. The Board did approve the variance request with the condition the owner use decking material that would allow water to flow between the boards. There was one letter of support from the Town of La Grange. There was no opposition.

Hearing – Count #9:18:25 – 9:33:39 / Decision – Count #9:51:44 – 9:55:07

The Second Hearing was Basso Builders Inc., owner – Section(s) 27 – Geneva Township

Applicant is requesting a variance from Section(s) 74-54 / 74-92 of Walworth County's Code of Ordinances – Zoning to make a parcel a buildable parcel.

REQUIRED BY ORDINANCE: The Ordinance requires a lot or parcel to be of record in the County Register of Deeds Office before the effective date or amendment of the zoning ordinance to be a legally created lot or parcel in accordance with Section 74-92.

VARIANCE REQUEST: The applicant is requesting a parcel that was not legally created to be buildable. The request is a variance from Section(s) 74-54 / 74-92 of Walworth County's Code of Ordinances – Zoning to make a parcel a buildable parcel.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of Basso Builders Inc., owner, voted to **DENY** the request for a parcel that was not legally created to buildable.

A motion was made by Ann Seaver to deny the variance. Seconded by John Roth. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found to approve the variance request would set a precedent. The Board found the parcel was not legally created. The Board found the owner has recourse other than variance approval to create a buildable parcel. The Board found the owner did not prove exceptional or unique circumstances to the property rather than considerations personal to the property owner. The Board found the variance request did not meet the criteria for approval. There was one letter of support from the Town of Geneva. There was no opposition.

Hearing – Count #9:33:40 – 9:45:00 / Decision – Count #9:55:08 – 9:58:04

The Third Hearing was Edward J. & Celine T. Hughes, owners – Section(s) 26 – 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 fire pit, patio and retaining wall in the shore yard and to do grade changes in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback for a fire pit, patio and retaining wall and the Ordinance prohibits grade changes in the shore yard setback.

VARIANCE REQUEST: The applicants are requesting a 42.5' shore yard setback for a fire pit, patio and retaining wall and to do grade changes 42.5' from the Ordinary High Water Mark. 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 fire pit, patio and retaining wall in the shore yard and to do grade changes in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of Edward J. & Celine T. Hughes, owners, voted to **DENY** the request for a 42.5' shore yard setback for a fire pit, patio and retaining wall and to do grade changes 42.5' from the Ordinary High Water Mark.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found no unique property limitation. The Board found no grade changes were allowed when County zoning and erosion control permits were issued. The Board found the hardship to be self-created. The Board found the parcel currently has code compliant outdoor living space on the lake side of the home that allows the owners to use this property for the intended use. The Board did recommend the owner work with the Land Conservation Division to restore the property. There was a letter of comment from the Walworth County Land Conservation Division.

Hearing – Count #9:45:12 – 9:56:01 / Decision – Count #9:58:05 – 9:59:22

The Fourth Hearing was Erich A. Krueger & George W. Buresh, owners – Section(s) 35 – 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 construct a deck.

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

VARIANCE REQUEST: The applicants are requesting a 47.8' 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 deck.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of Erich A. Krueger & George W. Buresh, owners, voted to **APPROVE** the request for a 47.8' shore yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found to approve replacement of the deck that existed at the time of purchase. The Board found the existing structure to be a safety issue and the deck to be in need of repair. The Board found no more than one corner of the structure encroaches into the shore yard. 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. The Board found no opposition from neighboring property owners or the Town. There was one e-mail of support from the Town of Whitewater. Three neighboring property owners spoke in support. There was no opposition.

Hearing – Count #9:56:02 – 10:02:20 / Decision – Count #9:59:23 – 10:00:50

The Fifth Hearing was Andrea J. Peifer Trust, owner / Randy Peifer, applicant – Section(s) 36 – Delavan Township

Applicants are requesting a variance from Section(s) 74-38 / 74-54 of Walworth County’s Code of Ordinances – Zoning to permit the location of an accessory structure (garage).

REQUIRED BY ORDINANCE: The Ordinance requires a 15’ side yard setback.

VARIANCE REQUEST: The applicants are requesting a 7.7’ side yard setback. The request is a variance from Section(s) 74-38 / 74-54 of Walworth County’s Code of Ordinances – Zoning to permit the location of an accessory structure (garage).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of Andrea J. Peifer Trust, owner / Randy Peifer, applicant, voted to **APPROVE** the request for a 7.7’ side yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the accessory structure has existed for approximately 35 years without complaint. The Board found to approve the variance request would cause no harm to public interests. The Board found the structure to be in good condition and does serve a useful purpose. The Board found approval allows maintenance and upkeep of the structure. The Board found no objection from the Town or from neighboring property owners. There was one letter of support from the Town of Delavan. There was a petition of support from neighboring property owners. There was no opposition.

Hearing – Count #10:02:21 – 10:13:00 / Decision – Count #10:00:01 – 10:04:14

The Sixth Hearing was David D. & Christine A. Knudsen, owners – Section(s) 13 – Sugar Creek Township

Applicants are requesting a variance from Section(s) 74-55 / 74-62(7) of Walworth County’s Code of Ordinances – Zoning to permit the location of enclosures and deck in Willow Run Planned Campground.

REQUIRED BY ORDINANCE: The Ordinance permits enclosures and decks provided the structures do not exceed the size / square footage of the existing camping unit (400 sq ft).

VARIANCE REQUEST: The applicants are requesting a deck and enclosure with a total of approximately 896.8 square feet. The request is a variance from Section(s) 74-55 / 74-62(7) of Walworth County's Code of Ordinances – Zoning to permit the location of enclosures and deck in Willow Run Planned Campground.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of David D. & Christine A. Knudsen, owners, voted to **APPROVE** the request for a deck and enclosures with a total of approximately 896.8 square feet.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the deck has existed since approximately 1998. The Board found the enclosure to be over existing deck which did not increase water runoff. The Board found to remove the enclosure now was a hardship. The Board found no objection from neighboring property owners or from the Condominium Association. The Board found to approve the request does not cause harm to public interests. There were letters of support from Willow Run Resort and 27 neighboring property owners. There was a letter of comment from the Town of Sugar Creek. There was no opposition.

Hearing – Count #10:13:08 – 10:23:57 / Decision – Count #10:04:15 – 10:05:39

The Seventh Hearing was Wisconsin Power & Light Co., owner / Thomas J. Erstad, Wisconsin Power & Light Co., applicant – Section(s) 16 – Linn Township

Applicants are requesting a variance from Section(s) 74-52 / 74-66(4) / Chapter 64 of Walworth County's Code of Ordinances – Zoning to upgrade an existing electric substation to include a dead end structure, transformers, termination stand, metal clad switchgear, static pole, and a 100' communication pole.

REQUIRED BY ORDINANCE: The Ordinance requires a 50' setback from property lines for a monopole and a 50' setback from all property lines for a utility.

VARIANCE REQUEST: The applicants are requesting an approximate 44' rear yard setback and an approximate 48' side yard setback for a monopole and at the closest point an approximate 2 ½' and 16 ½' rear yard setback, an approximate 36' side yard setback (south) and an approximate 46 ½' street yard setback for a utility. The request is a variance from Section(s) 74-52 / 74-66(4) / Chapter 64 of Walworth County's Code of Ordinances – Zoning to upgrade an existing electric substation to include a dead end structure, transformers, termination stand, metal clad switchgear, static pole, and a 100' communication pole.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of Wisconsin Power & Light Co., owner / Thomas J. Erstad, Wisconsin Power and Light Co., applicant, voted to **APPROVE** the request for an approximate 44' rear yard setback and an approximate 48' side yard setback for a monopole and at the closest point an approximate 2 ½' and 16 ½' rear yard setback, an approximate 36' side yard setback (south) and an approximate 46 ½' street yard setback for a utility.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the upgrade to the equipment to be necessary for the operation of the utility. The Board found the applicant has been unable to purchase additional land. The Board found the utility equipment has existed in that location for some time without complaint. The Board found to approve the request was for a public good and would benefit public interests. There was one letter of support from the Town of Linn. There was no opposition.

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

The Eighth Hearing was William P. & Patricia A. Hite, owners – 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 the location of a fire pit and retaining walls to construct a stairway and landing.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback for structures and permits shore yard landings not to exceed 25 square feet in size.

VARIANCE REQUEST: The applicants are requesting an approximate 35' shore yard setback for a fire pit, an approximate 35' shore yard setback for retaining walls and a landing approximately 40 square feet in size. 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 the location of a fire pit and retaining walls to construct a stairway and landing.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, did not vote on the petition of William P. & Patricia A. Hite, owners.

BOARD OF ADJUSTMENT FINDINGS: The petition was **POSTPONED** at the owner's request.

Hearing – Count #10:24:07 – 10:34:59 / Decision – Count #10:05:40 – 10:07:55

The Ninth Hearing was Michael & Karen Fiedler, owners / Eric Weishaar, applicant – Section(s) 21 – 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 stairway and walkway in the shore yard and to do grade changes in the shore yard.

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback and prohibits grade changes within 75' shore yard setback.

VARIANCE REQUEST: The applicants are requesting a 4' 8" sidewalk and stairs not necessary to access the shore and grade changes with an approximate 48.83' 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 stairway and walkway in the shore yard and to do grade changes in the shore yard.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of Michael & Karen Fiedler, owners / Eric Weishaar, applicant, voted to **APPROVE** the request for a 4' 8" sidewalk, stairs and grade changes with an approximate 48.83' shore yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found to approve the variance request would allow for a cutout of the curb smaller in size than the Board of Adjustment approval of December 2015. The Board found the repositioning of the door to the residence necessitates a variance for the walkway to the curb. The Board found to approve the variance request will improve runoff control by using a pervious surface for the walkway. The Board found to approve the variance request will benefit public interests. The Board found no objection from neighboring property owners and found support from Delavan Lake Assembly. There was a letter of support from the Delavan Lake Assembly and the Secretary of the DLA Board of Directors spoke in support. There was no opposition.

Hearing – Count #10:35:00 – 10:45:25 / Decision – Count #10:07:56 – 10:10:18

The Tenth Hearing was Charles & Catherine M. Gries Trust, owner / Charles J. Gries, applicant – Section(s) 21 – Delavan Township

Applicants are requesting a variance from Section(s) 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a screened porch addition to a residence.

REQUIRED BY ORDINANCE: The Ordinance requires a 14.9' rear yard setback (established).

VARIANCE REQUEST: The applicants are requesting a 6.4' rear yard setback. The request is a variance from Section(s) 74-181 / 74-219 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct a screened porch addition to a residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of August 10 & 11, 2016, for the petition of Charles & Catherine M. Gries Trust, owner / Charles J. Gries, applicant, voted to **DENY** the request for a 6.4' rear yard setback.

A motion was made by Ann Seaver to deny the variance. Seconded by Elizabeth Sukala for discussion purposes. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found no unique property limitations rather considerations personal to the owner. The Board found a deck would be permitted without variance approval. The Board found the owner does have outdoor living space without variance

approval. The Board found to approve the variance request will create more impervious surface on a small lot. The Board found most homes in the surrounding area have an open deck. The Board found the variance request did not meet the criteria necessary for approval. There was no support. There was no opposition.

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

The Eleventh (Appeal) Hearing was No Free Time LLC / Cassandra Kordecki, owners – Section(s) 28 – Geneva Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the property is grandfathered as a legal non-conforming use due to renting prior to December, 2014.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 10 & 11, 2016, did not vote on the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2, Single-Family Residence District (sewered).

BOARD OF ADJUSTMENT FINDINGS: This appeal was **POSTPONED** at the owner's request.

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

The Twelfth (Appeal) Hearing was Andrew Huebner Trust, owner / Andrew Huebner, applicant – Section(s) 32 – Geneva Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the property is grandfathered due to renting prior to December, 2014.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on August 10 & 11, 2016, did not vote on the interpretation and decision of

the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: This appeal was **postponed** at the owner’s request.

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 September 2016 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 Board of Supervisors
Human Resources Committee Meeting Minutes
Friday, July 29, 2016
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order at 9:04 a.m. by Chair Tim Brellenthin

Roll call was conducted with the following members present: Chair Tim Brellenthin, Vice Chair Ken Monroe, and Supervisors Kathy Ingersoll, Susan Pruessing (arrived at 9:10 a.m.) and Randy Timms. A quorum was declared.

Others in Attendance

County Board members: Supervisor David Weber; County Board Chair Nancy Russell

County staff: County Administrator David Bretl; Human Resources Director Dale Wilson; Deputy County Administrator-Finance Nicki Andersen; Risk/Benefits Manager Lisa Henke; Director of Special Education Tracy Moate; IT Director John Orr; IT Operations Manager Jackie Giller; Assistant Director of Special Education Suzanne Diestelmann; Human Resources Manager Donna McIntyre; Courts Manager Kristy Secord, District Attorney Office Manager Misty Quinn; Central Services Director Eric Nitschke; Director of Health and Human Services Elizabeth Aldred

Members of the Public: Malinda Riley, The Hay Group

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

Public comment – There was none.

Old Business

- Discussion and possible action regarding classification/compensation study

County Administrator David Bretl said the classification/compensation study took longer than originally anticipated to complete; therefore, the timeframe for consideration has been compressed because of the 2017 budget process. He asked for guidance from the Committee on integrating the proposed pay plan into the budget. If members don't feel comfortable making a formal recommendation, any preferences or opinions on the topic are appreciated. Implementation of the pay plan will involve a great deal of work by Finance and Human Resources staff to incorporate changes into departmental budgets. Departments are still providing information and input into the proposal, and changes could be made until the budget is adopted in November. Bretl said no actual pay decreases are being proposed at this time. He encouraged candid discussion on the plan, including specific positions. The Hay Group study identified that management positions were not market competitive. He summarized the current management pay plan; if employees who are new to the plan perform well, they could earn a 6% pay increase within a year, as performance review affects their percentage of pay. Human Resources Director Dale Wilson distributed a packet with his recommendations, proposed pay tables by pay range/grade, and recommended procedures for the implementation of the study findings. Bretl encouraged the Committee to give the plan and its impact careful consideration. Human Resources Director Dale Wilson asked for questions before he summarized the plan. Supervisor Timms asked about the 2011 internal pay study. Wilson said cost of living increases were implemented and some across the board changes were made, but the 2011 study didn't include a private sector or total compensation evaluation. There haven't been ample applications for middle and upper management positions because of lack of market competitiveness, which affects recruitment of qualified candidates. Supervisor Ingersoll asked if current employees are offered the opportunity to move up within the system, and Bretl responded that mobility is encouraged; however, many middle management positions

have been eliminated over the last several years. Another factor in recruitment is the geographical location of Elkhorn.

Wilson highlighted the recommendations in his memo to the Committee, noting that department heads haven't had a chance to review the information. Pay grades 16 or below were identified as at market median, and grades 17-23 need to be brought up to be competitive with the external market. He recommended several modifications to pay ranges for certain unique positions that differ from values assigned to the same grade in the Regular Pay Grade table. Affected departments include Information Technology, Lakeland School, Lakeland Health Care Center, Public Works and the Sheriff's Office. He explained the proposed adjustment to the positions in those departments. Wilson said he had a very short period of time to examine all of the data, and said that if any discrepancies or problem areas are identified after the Committee takes action, he will work with the Administrator to include alternatives as needed. As always, the budget will dictate the ability to implement the recommendations. Wilson noted that the proposed pay table for hourly employees is much different than the current structure; the compression of grades will have an impact on pay ranges and steps.

Wilson expanded on the recommended procedure for the implementation of the study findings, which were detailed in his handout. Underlying principles were established to guide the development of the procedure. The procedures address employees moving up or down in the step based pay ranges and employees in the management pay plan. Moderated rules for hourly positions are included to accommodate the separation between new hires and long-term employees. County Board Chair Russell stated if there isn't budget to implement the entire proposed plan, those positions identified as the lowest below market be addressed first. Supervisor Timms expressed concern over employees moved down in the range and associated pay decreases. Wilson said that at this point, no one would be receiving a pay cut; however, those at a higher range currently than their new grade will be "red circled" and pay would remain the same. No increases in those positions would be given unless the market for that position goes up.

Vice Chair Monroe asked if the study needs to be reviewed further by staff. Wilson replied there may be feedback from department heads. Bretl invited department heads in the audience to comment on the proposed plan.

Central Services Director Eric Nitschke said overall the plan is beneficial; however, with his department reorganization, he is struggling to move employees from hourly to management positions. Two positions in Public Works are being transitioned to management and, despite their increased duties and supervisory roles; they will make less than their former hourly positions because management is not eligible for overtime. He asked that those discrepancies be addressed.

Sheriff Kurt Picknell thanked Human Resources staff for all of their work on the classification study. He asked that department heads be given time to request adjustments to the plan if needed after they get a clear feedback on benefits and any unintended consequences.

County Clerk Kim Bushey said she briefly reviewed the plan and will need more detail on the effect of implementation on specific positions. She asked if there is an appeal process if modifications are needed. Bretl said appeals would be made to the Human Resources Committee.

Bretl said that if the Committee feels the process is moving too fast, implementation could be delayed until 2018. Supervisor Ingersoll added that the Hay Group recommended that the pay plan be studied in depth every 4 – 5 years. She stated because department heads just received the pay details of the plan, they should be allowed more time to absorb the information.

Health and Human Services Director Elizabeth Aldred said she has a number of employees in the management plan, and several of those employees are retiring next year. Implementation of the plan in 2017 would assist her in recruiting. Department budgets are due next week, and it would be beneficial to have a clear idea of pay alignment in doing final calculations.

Information Technology (IT) Director John Orr said positions in his department are difficult to recruit because of market competition. It took him almost 11 months to recruit a qualified IT Architect candidate. The proposed grades for his department correctly address the responsibility of positions. He requested 2017 implementation of the plan.

Deputy County Administrator-Finance Nicki Andersen said implementing the new pay plan would enhance recruiting efforts. The county has an aging workforce, and a significant number of employees will be retiring within the next five years. It makes sense to increase market competitiveness as soon as feasible. From a budget standpoint, if departments or Board members have concerns or appeals, she suggested moving forward with the plan and incorporating modifications during the budget process as directed.

Bretl recommended moving forward with the plan. The Hay Group would cooperate in evaluating positions that come into question, and appeals could be heard following the established process. County Board Chair Russell concurred, stating that Human Resources could review appeals for internal equity and reasonableness. She reminded the Committee that next year is an election year, and adoption of a new pay plan in 2018 would be unlikely. Vice Chair Monroe asked Wilson if he reviewed the proposed plan with department heads. He said he met with them on the proposed classifications. **Vice Chair Monroe made a motion, seconded by Supervisor Timms, to give preliminary approval of the recommendations on the proposed pay plan, but to allow department heads time to consider the recommendations and provide an opportunity for them to address any requests for reconsideration at the September Human Resources Committee meeting. The motion carried 5-0.** Bretl reminded the Committee that all Board members will have an opportunity to review the recommended plan when the Administrator's budget is presented. Wilson said Finance and Human Resources staff will meet next week to develop costs of the plan implementation, broken down by department. Andersen said adjustments would be made as the process moves forward.

Reports/announcements by Chair – None.

Confirmation next meeting: The next meeting was confirmed for Wednesday, September 14, 2016 at 3:30 p.m.

Adjournment

On motion by Vice Chair Monroe, seconded by Supervisor Timms, Chair Brellenthin adjourned the meeting at 10:49 a.m.

DRAFT

Walworth County Board of Supervisors
July 28, 2016 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 County Chair Nancy Russell at 9:34 a.m.

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

Others in Attendance

County Board members: Supervisor Tim Brellenthin

County staff: County Administrator David Bretl; Deputy County Administrator-Finance Nicki Andersen; County Treasurer Valerie Etzel; Sheriff's Office Business Manager Amanda Lagle; Central Services Director Eric Nitschke; Risk/Benefits Manager Lisa Henke; Health and Human Services Director Elizabeth Aldred; Human Resources Director Dale Wilson; Lakeland Health Care Center Administrator Bernadette Janiszewski

Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll to approve the agenda. The motion carried 4-0.

Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to approve the June 23, 2016 meeting minutes. The motion carried 4-0.

Public Comment – There was none.

Unfinished Business

- In-home supportive care program bid award – Health and Human Services (Tabled from June 23, 2016 meeting) Southern Home Care Services, Inc. d/b/a ResCare Home Care

Director of Health and Human Services Elizabeth Aldred said the award to this contractor was tabled last month to give staff an opportunity to review their credentials and experience. Based on their findings, Aldred recommended rejecting their bid. **Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to reject the proposal of Southern Home Care Services, Inc. d/b/a ResCare Home Care for the In-Home supportive care program. The motion carried 4-0.**

- Update regarding CDEB out-of-state travel reports (tabled from June 23, 2016 meeting)
Chair Russell reported that Special Education Director Tracy Moate followed up on the questions from last month. The conference was for two days, and the two employees took turns driving to the conference and didn't stay overnight, which saved lodging and meal expenditures.

Consent Items

Chair Russell requested items 8B 5, 6 and 7 be considered separately. **Vice Chair Kilkenny made a motion, seconded by Supervisor Ingersoll, to approve the remainder of the consent items. The motion carried 4-0.**

8A, Budget Amendments

- 1) Health and Human Services
 - a) HS003 – Transfer funds to in-home family therapy program focusing on family safety
 - b) HS004 – Increase funds for crisis care management
- 2) Lakeland Health Care Center

- a) LH004 – Repair dry sprinkler system at LHCC
- b) LH005 – Increase Medicare Part B therapy services and revenues
- c) LH006 – Increase nursing overtime budget
- 4) Public Works
 - a) PW008 – Redistribute personnel budget to orgs where staff are assigned

8B, Bids/Contracts

- 1) Countywide occupational health care services
By motion approving the consent items, the award was made to Aurora Health Care.
- 2) Countywide long-term disability benefits
By motion approving the consent items, the award was made to Madison National Life Insurance Company.
- 3) Countywide group life insurance and accidental death and dismemberment (AD&D) benefits
By motion approving the consent items, the award was made to Madison National Life Insurance Company.
- 4) Countywide vision insurance
By motion approving the consent items, the award was made to Superior Vision Services.
- 5) Clock system replacement at Lakeland School
This item was held until Central Services Director Eric Nitschke could obtain the bid documentation. He distributed the proposal recommendation. Seven proposals were received from four vendors, and one was rejected because their proposal did not provide appropriate documentation. Facilities Manager John Miller said the proposed replacement is an analog clock, which would integrate with the existing bell and intercom systems. The current clocks are no longer available as replacements. Staff recommends award to highest ranked proposer. The price includes removal of the old clocks, installation, programming and training. **Supervisor Schaefer made a motion, seconded by Vice Chair Kilkenny, to approve the award to Select Sound Service. The motion carried 4-0.**
- 6) Countywide printing services
Treasurer Val Etzel distributed the bid recommendation prior to the meeting. The proposed contract amount of \$81,248 is based on historical information. The bid is based on all printing services, the majority of which are now handled in-house. All services were included in the Request for Proposals (RFP) in case the county print shop has an emergency or the equipment is out of service. The estimated budget amount of \$29,628 is based on 2015 use. **Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to approve the bid award for printing services to Marlin Inc. d/b/a Marlin Printing and Graphics. The motion carried 4-0.**
- 7) Discussion and possible action regarding appraised values for In-Rem tax foreclosure purposes
Etzel reported that 47 parcels were acquired through the In-Rem tax foreclosure process. The appraised values require approval from the Finance Committee. The same appraisal methodology was applied as in the past. None of the 47 properties is currently occupied. Once the appraised values are set, the properties will be advertised for sale with established minimum bids. Discussion ensued about the property in the City of Lake Geneva with an appraised value of \$206,625, and the parcel in the Town of Linn, appraised at \$135,675. Vice Chair Kilkenny asked if the mortgage lender and/or banks are contacted before the properties go into foreclosure. Etzel said as interested parties, they are notified. Her office obtains as much background on the property as possible before beginning the foreclosure process; if the balance of unpaid taxes is low, her office sends a letter encouraging the owners to pay off the taxes. Former property owners can pay off the balance owed up until 5:00 p.m. on the day before foreclosure bids are due. County Administrator Bretl said in the past, retaining a property manager/broker was considered, but there was no interest. **Supervisor Schaefer made a motion, seconded by Vice Chair Kilkenny, to approve the Treasurer's recommendations on the**

appraised values of the foreclosure properties. The motion carried 4-0.

8C, Declaration of Surplus

- 1) Recommendation to declare a Lakeland Health Care Center truck as surplus and to sell said vehicle in a manner advantageous to the county

8D, Reports

- 1) Quarterly delinquent tax report – 2nd quarter 2016
- 2) Quarterly property loss report – 2nd quarter 2016
- 3) Update on tax incremental financing districts (TIDs)
- 4) Out-of-state travel
 - a) Clerk of Courts
 - 1) Katie Behl, Phillip Koss, Kristina Secord; National Association of Drug Court Professionals (NADCP) Conference; Anaheim CA
 - b) Finance
 - 1) Nicki Andersen, Government Finance Officers Association (GFOA) Annual Conference; Toronto, Ontario
 - c) Health & Human Services
 - 1) Will Arreola, National Association of Drug Court Professionals (NADCP) Conference; Anaheim, CA
 - d) Sheriff's Office
 - 1) Garth Frami and Dan Long, Prisoner Transport; Robinson, IL.

New Business

- Resolution **-09/16 Authorizing the Closure of Highway Projects CTH NN (CTH H to County Complex), County M Repair and Lake Beulah Dam and Transferring Remaining Funds

Supervisor Schaefer made a motion, seconded by Supervisor Ingersoll, to approve the resolution Authorizing the Closure of Highway Projects CTH NN (CTH H to County Complex), County M Repair, and Lake Beulah Dam and Transferring the Remaining Funds. The motion carried 4-0.

Correspondence

- Correspondence from the Southeastern Wisconsin Regional Planning Commission (SEWRPC) in regard to their calendar year 2017 budget (referred by the County Board)

Chair Russell said SEWRPC has kept their budget flat for many years. Fees are going down because the County's percentage of equalized valuation has declined in relation to the other counties. **Vice Chair Kilkenny made a motion, seconded by Supervisor Schaefer, to place the correspondence on file. The motion carried 4-0.**

Confirmation of next meeting: The next meeting was confirmed for **Thursday, September 15, 2016 at 10:00 a.m.** – Regular Business Meeting and Budget Appeals

Adjournment

On motion by Vice Chair Kilkenny, seconded by Supervisor Schaefer, Chair Russell adjourned the meeting at 10:16 a.m.

DRAFT

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, July 27, 2016
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 5:20 p.m. by Chair David Weber

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

Others in Attendance:

County Board members: County Board Chair Nancy Russell

County staff: County Administrator David Bretl and Director of Special Education Tracy Moate

Members of the public: Mary Price, 209 W. Second Street, Elkhorn

On motion by Supervisor Staples, seconded by Supervisor Ingersoll, the agenda was approved 4-0.

On motion by Secretary Monroe, seconded by Supervisor Ingersoll, the June 22, 2016 CDEB minutes were approved 4-0.

Public Comment - Mary Price, a relative of the student who is being considered for admission to Lakeland School on tuition, stated she worked for Walworth County for 33 years and cannot say enough about Lakeland School's great reputation and their interaction with the community. She voiced her support for the tuition request.

Unfinished Business

- Fort Atkinson Tuition request

Director of Special Education Tracy Moate said Lakeland School's administrative team reviewed the student's records and needs, met with special education staff from Fort Atkinson and reviewed the space availability data. She recommended approval of the request. **Secretary Monroe made a motion, seconded by Supervisor Staples, to approve the tuition request from the Fort Atkinson School District. The motion carried 4-0.**

Reports and Correspondence

- CDEB Chair – No report.
- CDEB Director

➤ 2016-17 Start of School Year. School starts September 1 and staff will be return August 29 for in-services. There were 80 students enrolled in summer school, and between 70-73 students attended every day. Summer school students were able to attend Farm Technology Days and had an enjoyable time.

Confirmation of next meeting – The next meeting was confirmed for Wednesday, September 14, 2016 at 5:00 p.m.

On motion by Secretary Monroe, seconded by Supervisor Staples, Chair Weber adjourned the meeting at 5:30 p.m.

DRAFT

**Walworth County Board of Supervisors
Health and Human Services Board Meeting Minutes
Wednesday, July 27, 2016
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 Vice Chair Tim Brellenthin, Supervisor Kathy Ingersoll, Chair Ken Monroe, Supervisor Joe Schaefer, Supervisor Charlene Staples, Citizen Representatives Dr. James Seegers and Sandra Wagie-Troemel. Citizen Representative Bernice Solis was absent and Citizen Representative William Wucherer was excused. A quorum was declared.

Others in Attendance:

County Board Supervisors: Nancy Russell

County staff: David Bretl, County Administrator; Elizabeth Aldred, Director of Health and Human Services (HHS); Robert Williams, Deputy Director of HHS; Janis Ellefsen, Public Health Officer (HHS); Lori Muzatko, Aging and Disability Resource Center (ADRC)/Aging and Resource Support Manager; Brenda Zweck, Economic Support Supervisor (HHS); Melody Larson, Economic Support Supervisor (HHS); and Jennifer Wuest, Child Support Supervisor (HHS)

On motion by Supervisor Schaefer, second by Supervisor Staples, the agenda was approved with no withdrawals.

On motion by Supervisor Ingersoll, second by Citizen Representative Wagie-Troemel, the June 22, 2016 Health and Human Services Board meeting minutes were approved.

Public Comment:

There was none.

Unfinished Business

- Community Health Improvement Process (CHIP) Update

Public Health Officer Janis Ellefsen stated on June 6, 2016 there was an open presentation to stakeholders within the community where four priorities and work groups were formulated for disease prevention over the next five years:

- Addictive Behaviors (Including alcohol, drugs and smoking)
- Depression and Suicide Prevention
- Oral Health
- Healthy Eating and Active Living.

Ellefsen said all four work groups have submitted drafts of their work plan. Those drafts will be presented at the next stakeholder and open community meeting on August 10, 2016. Once the stakeholders approve the plans, they will be combined into one plan and published a few weeks thereafter.

New Business

- Overview of the Division of Aging/Long Term Care and Resource Supports Part II

Lori Muzatko, Aging and Disability Resource Center (ADRC)/Aging and Resource Support Manager, stated the second component within her division of Aging/Long Term Care and Resource Supports are the Child Support Enforcement Agency and Economic Support divisions. Muzatko gave a brief overview of the Child Support Enforcement Agency staffing positions.

Jennifer Wuest, Child Support Supervisor, gave a brief presentation of the Child Support Enforcement Agency. She reviewed the five key roles of paternity establishment and stated the Child Support Unit works closely with the Clerk of Courts, Family Court Commissioner, and Corporation Counsel regarding enforcement and court proceedings. She said referrals are received from the Children's Division of Economic Support relating to individuals who are receiving public assistance. Private parties who are not on public assistance have the ability to apply for services by completing a written application. She said the average enforcement caseload for a Walworth County Child Support Specialist is 766; the five Child Support Specialists have between 700-800 cases, and there are just fewer than 3,000 non-enforcement cases that are monitored by two financial workers.

Muzatko gave a brief overview of the Economic Support Unit. Economic Support Supervisor Brenda Zweck stated in 2011 the state of Wisconsin required there be no more than eleven consortiums. Walworth County became part of the Moraine Lakes Consortium including Fond du Lac, Ozaukee, Washington and Waukesha counties. She said the consortium has handled 55,231 cases as of June 2016. The consortium utilizes an office split that is determined by the caseload and number of staff in each agency. Long term care cases remain in the county of the resident, and all child care authorizations are to be completed by the county of residence. Zweck briefly described how the Economic Support Unit determines eligibility for the following programs: Health Care (BadgerCare Plus & Medicaid); FoodShare; Child Care Assistance (Wisconsin SHARES program); and Wisconsin Home Energy Assistance Program (WHEAP). Economic Support Supervisor Melody Larson stated there were 18,305 calls answered by the Consortium in 2015. Larson reviewed the four different ways to apply for the economic support programs.

Muzatko gave a brief overview of the Affordable Care Act Funding Walworth County has received since 2013 and what is projected to be received in 2017. She said Walworth County receives additional funding from the state and federal government, known as Medicaid enhanced funding, and is eligible for further funding if certain criteria have been met. She said the state is reviewing the 2017 contract and has proposed three models. Muzatko said the Consortium is reviewing those three models:

- By caseload – The Consortium's current caseload is 55,000. If based upon caseload, there would be a 4.46% decrease, or approximately \$181,000.
- Affordable Care Funding shared equally across all eleven consortiums - There would be a 6.93% decrease, or approximately \$281,000.
- Funding shared equally across all eleven consortiums – There would be a 6.719% decrease, or approximately \$273,000.

Muzatko stated she and Elizabeth Aldred, Director of Health and Human Services, will be suggesting to the Consortium lead, Fond Du Lac County, to recommend the by caseload option.

Muzatko briefly reviewed the opportunities and challenges both the Child and Economic Support Units are working on:

- Child Support eFiling Project – Working with the Clerk of Courts on implementation of the eFiling system, which has not yet been mandated by the state.
- Economic Support
 - Decrease in Affordable Care Act funding and Consolidation of Income Maintenance funding sources – will be brought back to the Board once there is more information.
 - Consortium Streamlining/Efficiency Directive – The supervisors and managers were provided a directive in April of 2016 for review regarding streamlining efficiency measures, training model, vacancies, standardizing metrics, etc.
 - FoodShare on Demand – An applicant and/or renewing member is able complete the required FoodShare interview during a specific timeframe.
 - Child Care Electronic Benefit Transfer (EBT) – A card will be given to applicants utilizing child care services, which is anticipated to become effective February of 2017.

Supervisor Russell emphasized how important state and federal dollars are to the HHS department and urged Supervisors to contact the state legislature and request they stop cutting these funds.

- Discussion and Possible Action Clarifying County Recognition of the Child Advocacy Center
Aldred stated that she, County Administrator Bretl, District Attorney Dan Necci and Paula Hocking of the Child Advocacy Center (CAC) met regarding recognition of the CAC services. She said this will be brought back to the Board at the next meeting.
- Discussion and Possible Action on Taking Action with Data: Use of the County Environmental Health Profiles to Improve Environmental Health in a Community (Round 2) Grant
Aldred stated the grant has been applied for through the Public Health Department and is pending the Board's approval. The grant would address lead as a primary prevention issue and gave a brief overview of the first and second phases of the grant.

Citizen Representative Wagie-Troemel made a motion, second by Supervisor Staples, to approve application for the Taking Action with Data: Use of the County Environmental Health Profiles to Improve Environmental Health in a Community (Round 2) Grant. Motion carried 7-0

- Discussion on Data Provided by Bureau of Children's Mental Health
Aldred referred to an article that ran in USA Today (Enclosure 5). She said the article indicates children in Wisconsin have different levels of county community funding based on their location versus having access to the same services throughout the state. Aldred said Walworth County spends approximately \$3,601-\$5,500 per child in need of mental health services on an emergency need basis. Aldred gave a brief overview as to why the numbers may be misleading. She then commented on several items mentioned within the article:
 - Waiting Lists – It can take up to six weeks for an adult or child to enter the outpatient clinic in Walworth County. A child or adult in an emergency situation will be seen immediately.
 - Provider Shortage – Walworth County is experiencing a provider shortage.
 - Lack of Staff Training – HHS completed the Wisconsin Trauma project (Tiers 1 and 2). Both HHS and community staff have been trained and are able to address, assess, and treat trauma in children. HHS is one of two worldwide agencies licensed to provide the functional family child welfare program. HHS is also providing case management.
 - Child Psychiatry and Tele-Psych – State certification is required for the tele-psych program. There continues to be a shortage in child psychiatry and one of the current psychiatrists is willing to help pilot the tele-psych program.

Discussion then focused on the average wait to enter the outpatient clinic, teen suicides, and the definition of emergency.

Reports

- 2nd Quarter Write Off Report
Aldred distributed and gave a brief overview and comparison of the revised 2nd Quarter Write Off Report.
 - There was \$19,000 under Non-Covered Services that should have been under other categories, specifically Collections.
 - The 1st Quarter Prior Authorization write off total was \$5,289, while the 2nd Quarter write off total was \$397.
 - 2015 2nd Quarter write offs were \$8,516, 2016 1st Quarter write offs were \$1,755, and 2016 2nd Quarter write offs are down to \$1,075.
 - Collections are going up – June was the end of the three month billing period and the collection process has begun for individuals who did not make payments.
 - LMAX – Individuals with the ability to pay \$10 who were written off. This number will decrease over time as it is no longer being charged.
 - Deceased – is a one-time incident.

- Non-Covered Services – United Health is not paying for nurse visits through Public Health. The Billing and Public Health Departments are investigating those charges.

- Update on Blue-Green Algae

Ellefsen reported that Blue-Green Algae was detected in Delavan Lake and explained the actions that were taken to keep the public safe. She said the combination of warm temperatures and a large quantity of rain runoff allowed the bacteria within the lake to grow. If ingested, an individual can get sick and that it can be toxic to animals.

- Public Health Prevention Updates

Ellefsen presented a public service announcement on prevention that will be shown in both the Whitewater Theater and Lake Geneva Showboat Theater through October 7th. She stated to date approximately 150 bike helmets have been distributed, approximately 110 lifejackets were distributed through boat patrols across the county to children weighing 15 pounds to 70 pounds, and approximately 170 box fans were distributed to citizens without means at libraries and law enforcement centers throughout the county. Aldred stated this is the summer prevention plan portion of the Public Health grant.

- Institutes for Mental Disease (IMD) Rebalancing Initiative

Aldred gave a brief update on the Institutes for Mental Disease (IMD) rebalancing initiative. She stated the county is currently responsible for payments for individuals receiving Family Care who are placed into an institute/hospital for mental disease for the first 72 hours. As of July 1st, after the first 72 hours, the county can apply to the state for reimbursement up to 50% of the cost of the individual's placement for the remaining days. Institutes for mental disease do not have traditional medical services; they merely have the ability to manage the psychiatric illness. Most of the hospitals HHS contracts with are considered IMDs. The state is including IMDs in the rebalancing initiative.

- Comprehensive Community Services Status Report

Aldred gave a brief overview of the report that was released by the State Department of Health Services (DHS). The DHS report included information regarding the fiscal component, the Office of Inspector General (OIG) audit, quality and types of services provided, and the number of individuals entering the programs.

Correspondence

There was none.

Announcements

- Child Care Certification Program Review

Aldred referred to the state audit (Enclosure 11) regarding a recent review of the Child Care Certification Program. She stated there were no compliance findings or recommendations from the state.

- Birth to Three Self-Assessment Summary

Aldred stated the Birth to Three Self-Assessment was submitted to the staff and gave a brief overview of the report.

Aldred stated that Ella Pious, who served on the HHS Board for 22 years, passed away at the age of 95. She said Ella provided great input and served the Board well.

Confirmation of Next Meeting – The next meeting was confirmed for September 14, 2016 at 2:00 p.m.

Adjournment

On motion by Supervisor Brellenthin, seconded by Citizen Representative Wagie-Troemel, Chair Monroe adjourned the meeting at 3:05 p.m.

DRAFT

**Walworth County Board of Supervisors
Human Resources Committee Meeting Minutes
Wednesday, July 27, 2016
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 Tim Brellenthin

Roll call was conducted with the following members present: Chair Tim Brellenthin, Vice Chair Ken Monroe, and Supervisors Kathy Ingersoll, Susan Pruessing and Randy Timms. A quorum was declared.

Others in Attendance

County Board members: County Board Chair Nancy Russell

County staff: County Administrator David Bretl; Human Resources Director Dale Wilson; Deputy County Administrator-Finance Nicki Andersen; Director of Central Services Eric Nitschke; Risk/Benefits Manager Lisa Henke; Human Resources Manager Donna McIntyre; Lakeland Health Care Center (LHCC) Administrator Bernadette Janiszewski; Director of Special Education Tracy Moate; Assistant Director of Special Education Suzanne Diestelmann; County Treasurer Donna Pruess, Courts Office Supervisor Evan Wynn; Courts Manager Kristy Secord; County Clerk Kim Bushey; Deputy Corporation Counsel/Director of LURM Michael Cotter; Human Resources Analyst Lisa Pohl; Director of IT John Orr; District Attorney's Office Manager Misty Quinn; IT Operations Manager Jackie Giller; County Treasurer Val Etzel; Captain David Gerber; LHCC Staff and Support Services Manager Seth Rehbaum

Members of the Public: Ryan Barbieri, M3 Insurance; Tim Hough and Malinda Riley, Hay Group

Vice Chair Monroe made a motion, seconded by Supervisor Ingersoll, to move items 8c and 8i for consideration after item 7b and to approve the agenda as amended. The motion carried 5-0.

On motion by Supervisors Ingersoll and Timms, the minutes of the June 22, 2016 meeting were approved 5-0.

Public comment – There was none

Old Business

- Presentation and discussion regarding classification/compensation study

County Administrator Bretl commended Human Resources Director Dale Wilson and staff for their work with the Hay Group on the classification/compensation study and keeping management apprised throughout the process. He encouraged department heads in the audience to participate in the discussion. Bretl said a special committee meeting will be held on Friday, July 29 for further review and potential direction from the committee. Wilson distributed a handout of the slide presentation from the Hay Group. Malinda Riley and Tim Hough summarized the evaluation criteria, rating system and their findings. Steps followed in the study included project planning and data collection; a job evaluation phase; cash compensation and benefits market analyses; the report preparation and presentation of findings. Ms. Riley said a pay review was conducted, along with analyzing jobs at all levels. Jobs were compared to the external public and private market. Tim Hough summarized the job evaluation process and the assignment to grade (pay) levels using the Hay Group Guide Chart-Profile Method of Job Evaluation, which uses a point system to determine grade. Job descriptions and organizational charts were used to measure job content. Interviews were conducted with department heads. Grades were presented to the department heads for review and validated by Human Resources staff, who was trained in the evaluation methodology to evaluate the remaining job titles in the future. Pay for grades 20 and above starts at the 25th percentile of the market and declines to the 10th percentile as job size increases. Pay for grades 13 through 19 range from the 25th percentile to market median (P50). Pay for grades 12 and below approximate the market median. The County's benefit programs

fall between the 50th and 75th percentile of the general Wisconsin market, and at the 50th percentile of the public sector market. The Hay Group recommends consolidating current structures based on new job levels; the number of pay tables (structures) would be reduced from 13 to 3 or 4. The midpoints of the new ranges should be set at the median of the market. Midpoints for jobs in higher grades should target a slightly lower market position. Recommended base salaries for the pay grades were included in the packet. Wilson said certain unique positions within Public Works and IT will have to be addressed to make them market competitive. Wilson explained the management pay for performance plan, which is similar to the proposed structure. Bretl added that the current management plan is aggressive; it can take only four years to reach midpoint if the individual is a high level performer. A management employee in the first three quartiles of the plan could receive as much as 6% increase per year with a high level performer evaluation. The Hay Group recommends a comprehensive review of the external market every 3 – 5 years.

Wilson said the pay grades are recommendations; the Committee has the authority to make changes and provide guidance. Bretl invited comments from department heads, and encouraged candid discussion. He said to keep in mind the potential impact on the County budget, and how the public will perceive the changes. Bretl urged the committee to consider the fairness element of compressing grades into fewer steps. At the special Human Resources Committee meeting on Friday, July 29, he stated he hopes the Committee might feel comfortable providing direction to staff for budgeting purposes. Supervisor Timms requested that Human Resources fully communicate the changes and associated impact to staff. Chair Nancy Russell asked what percentage of county employees are considered “high level performers.” Bretl said 80% are considered “high level” or “exceeding expectations.” Potential action will be considered at the July 29 special meeting, after the Committee has an opportunity to further review the information.

- Discussion concerning options on health insurance plan due to the Health Care Reform Act Excise Tax – Near Site/On Site Clinic

Ryan Barbieri of M3 Insurance presented options on near site or on site clinics, advantages/disadvantages and potential mitigation of the proposed excise tax. A clinic would provide privatized care for acute health care needs of employees. Other services could consist of wellness programs, health coaching, new hire drug screenings, etc. On average, the unit cost for a visit to a primary care physician is \$180; \$225 for a consult. On site clinic visits would average \$35 - \$45, if staffed by a Physician’s Assistant. The clinic could also offer the top prescribed medications, such as antibiotics. Barbieri said providers in the area could be upset about the shift in care; however, most of their revenue is produced from specialty care. Employees choosing to use a near site or on site clinic would be encouraged to maintain a relationship with their primary care physicians. There are partnership and vendor options, i.e., Health Stat, Quad Med, Aurora and Mercy. If there was significant buy-in from employees, expenses could break even within the first year. If the Committee is interested in further reviewing the clinic option, Barbieri recommended conducting a feasibility study. Wilson said the clinic option was investigated in 2012, and the decision was not to pursue it. As far as sustainability and future impact, a clinic could have a powerful impact. Chair Russell said when the clinic was considered in 2012, it was determined that if the County provided the facility and hired employees, costs would be astronomical. She recommended considering forming a partnership with a vendor, i.e., Aurora, and having care provided at their facility. She commented that if the County had its own clinic, it would most likely be located in Elkhorn. Many employees don’t live in Elkhorn and their medical providers are probably nearer to where they live.

Chair Brellenthin said the near site clinic with a vendor agreement arrangement may be worth exploring. Wilson said he will provide a summary of all of the options previously discussed to mitigate the potential Cadillac excise tax at the September committee meeting.

- Discussion and possible action regarding a contract award recommendation for voluntary vision benefits Barbieri said vision insurance has become a fast growing industry. The vision insurance would be offered to employees on a voluntary basis, which would include exams, lenses, contacts and frames, as well as discounts on non-covered services and charges. Wilson said the insurance would not have any direct cost to the County. Administrative costs associated with the plan would be absorbed by existing staff. **Supervisor Timms made a motion, seconded by Vice Chair Monroe, to award the proposal to Supervisor Vision Services. The motion carried 5-0.**

- Update regarding Pharmacy Benefits Manager (PBM) contract Barbieri said Serve You, the County's PBM, presented a required formulary change that would result in \$60,000 anticipated savings. M3 Insurance negotiated additional contracted discounts and rebates on brand drugs. As a result, the proposal will save the County an estimated \$300,000 over the next 18 months based on current drug utilization. **Supervisor Timms made a motion, seconded by Supervisor Ingersoll, to accept the changes to the Pharmacy Benefits Manager Contract. The motion carried 5-0.**

New Business

- Amending Sections of Chapter 15 of the Walworth County Code of Ordinances relating to updates to various position titles

Supervisor Timms made a motion, seconded by Supervisor Ingersoll, to recommend approval of the amendment to sections of Chapter 15 of the County Code to update position titles. The motion carried 5-0.

- Discussion and possible action regarding amending Section 15-17 of the Walworth County Code of Ordinances relating to various position titles at Lakeland Health Care Center (LHCC) Wilson said that the Lakeland Health Care Center Board of Trustees approved the ordinance amendment 5-0, which changes position titles at LHCC because of a the resignation of an employee who performed multiple job duties and the proposed reorganization in the dietary department because of her departure. The former Clinical Dietician/Quality Operations Manager position will be replaced by a Quality Operations Manager and a Food and Nutrition Supervisor. A Clerk IV position would be added to work part time in the dietary department and part time in the scheduling department. **Vice Chair Monroe made a motion, seconded by Supervisor Ingersoll, to recommend approval of the ordinance amendment. The motion carried 5-0.**

- Discussion and possible action regarding a contract award recommendation for the county's life insurance policies **Supervisor Ingersoll made a motion, seconded by Vice Chair Monroe, to award the contract to Madison National Life Insurance Company, in the proposed amount of \$58,920 for group life insurance and accidental death and dismemberment benefits. The motion carried 5-0.**

- Discussion and possible action regarding a contract award recommendation for the county's long term disability policies **Supervisor Ingersoll made a motion, seconded by Supervisor Timms, to award the contract for long-term disability benefits to Madison National Life Insurance Company, for a proposed contract amount of \$272,743. The motion carried 5-0.**

- Discussion and possible action regarding a contract award recommendation for Occupational Health contract The proposed contract amount is \$39,620. **Vice Chair Monroe made a motion, seconded by Supervisor Timms, to award the proposal for Occupational Health Care Services to Aurora Health Care. The motion carried 5-0.**

- Discussion and possible action regarding Employee Wellness Council 2016-2017 Operating Plan Risk/Benefits Manager Lisa Henke summarized the program success of the Wellness Council. Over the last seven years, employees have lost 3,000 pounds, walked thousands of miles, donated blood to save hundreds of people and established regular workout routines. The Council is composed of 13 county employees, representing all areas of the organization. Meetings are held every other month to identify wellness opportunities for county employees and to review the success of current programs. During 2015-2016, a record number of employees participated in the quarterly challenges, and an increased number of employees responded to the annual Needs and Interest Survey, which helped design next year's proposed programs. During 2016, \$3,200 was raised for program challenges. Henke said the goals for the Council remain the same as 2015 - 2016.

- Update regarding Interactive Health's Healthiest Company Award
Henke reported that The County received Interactive Health's Healthiest Company Award for the sixth consecutive year. Supervisor Ingersoll commended the efforts of the Council and the success of the program. **Supervisor Ingersoll made a motion, seconded by Vice Chair Monroe, to support the continuation of the Wellness Program and approve the Council's 2016-2017 Operating Plan. The motion carried 5-0.**

- Discussion and possible action regarding positions relating to Treatment Alternative Diversion (TAD) Program Grant approval
Kristy Secord, Courts Office Manager, said the TAD program grant is for three years. A Pretrial Services Coordinator and Treatment Court Case Manager would be funded through the grant. Bretl said because Walworth County's Treatment Courts are more established and have a proven success rate, future grant funds could be diverted to other counties with new programs. He said the Board needs to strategize to commit to funding the Treatment Courts in the future. **Vice Chair Monroe made a motion, seconded by Supervisor Timms, to accept the grant and approve the use of funds for the recommended positions. The motion carried 5-0.**

Reports/announcements by Chair – None

Confirmation next meetings: The next meetings were confirmed for Friday, July 29, 2016 at 9:00 a.m. and Wednesday, September 14, 2016 at 3:30 p.m.

Adjournment

On motion by Vice Chair Monroe, seconded by Supervisor Timms, Chair Brellenthin adjourned the meeting at 5:16 p.m.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, July 27, 2016
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 1:00 p.m. by Chair Ken Monroe

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

Others in Attendance

County Board Supervisors: County Board Chair Nancy Russell

County staff: County Administrator David Bretl; Lakeland Health Care Center Administrator (LHCC) Bernadette Janiszewski; LHCC Staff and Support Services Manager Seth Rehbaum; Human Resources Director Dale Wilson

Members of the public: Mary Price, 209 W. Second Street, Elkhorn, Wisconsin; Nicole Henning and Tracey Sawyers

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

On motion by Supervisor Ingersoll, seconded by Supervisor Schaefer, the minutes of the June 22, 2016 meeting were amended to change the date to July 31 for commencement of the 12-hour shift pilot program. The motion carried 5-0.

Public Comment – There was none.

Old Business

- **Employee Engagement Survey – Update**

LHCC Staff and Support Services Manager Seth Rehbaum said the 12-hour shift pilot program will begin July 31. There are 12 employees who volunteered, and they will work three 12-hour shifts per week and every other weekend. Of the 12 employees, 11 of them who will work the shift are long-term employees. There are 12 candidates so far for the Weekend Warrior shifts, four of whom are current employees. Supervisor Staples said currently when employees call in on weekends, they are required to make up an extra shift, and asked if that policy would still be in effect with the Weekend Warriors. Rehbaum said it probably would stay in place.

- **Senior Management Positions – Update**

LHCC Administrator Bernadette Janiszewski said this topic would be discussed under the Dietary Department Reorganization.

- **Overtime/Mandatory Additional Hours Analysis**

Included in the agenda packet were statistics on absences in the nursing and Certified Nursing Assistant (CNA) positions for the months of March through June. Total call-ins, planned leaves and mandated shifts were summarized. In June, with a total of 1,500 shifts, there were 94 call-ins, 41 planned leaves, and 21 mandated shifts for the CNAs. Of the 442 shifts for RNs and LPNs, there were 9 call-ins, 6 planned leaves and 4 mandated shifts. The number of mandated shifts for CNAs dropped from 41 shifts in March to 21 in June. Janiszewski said she talked to other nursing home administrators, and LHCC's

overtime is not out of range in comparison to other facilities, with the exception of March, during which there was a high percentage of planned leaves. Rehbaum said with the reduction in call-ins, new hires and the number of students in the pool working over the summer, the percent of mandated shifts was reduced to 1.4%.

New Business

- Discussion and possible action regarding measuring success of the 12 Hour Pilot Program
Janiszewski said four measures of success for the 12 hour pilot program were developed from input from the Board, employees and managers: 1) how the employees working as part of the program like working the shift they prefer; 2) the overall impact on staffing – how is it affecting call-ins; 3) how difficult is it to cover when someone working in the program calls in; and 4) is there impact on resident care (which should improve because residents will have only two caregivers in a 24-hour period). Rehbaum added that he read an article on individuals who work in a Memory Care unit, which can be emotionally demanding, and those interviewed feel the two days off is beneficial to their well-being. The 12-hour shifts run from 6:30 a.m. to 7:00 p.m., and 6:30 p.m. to 7:00 a.m., and that provides an overlap from first to second shifts. Supervisor Staples requested a resident/family survey on the impact of the 12-hour shifts be conducted at the end of the pilot program.

- Reorganization in the Dietary Department
The Clinical Dietician/Quality Operations Manager, who also supervised the dietary department, has moved to Florida. Janiszewski said it is unlikely that they could recruit someone with diverse knowledge and experience in health care and long term care rules and regulations, as well as food service management. Staff is recommending a reorganization to reclassify the Food Service Coordinator position to a Food and Nutrition Supervisor, reclassify the Clinical Dietician/Quality Operations Manager to a Quality Operations Manager, and create a Clerk IV position to work part time in the dietary department and part time as back-up to the Scheduling/Payroll Clerk. The Quality Operations Manager position is state mandated, and this person conducts orientation and re-orientation classes and assists with new training programs throughout the facility. Rehbaum said the Scheduling department has to handle 3 - 4 call-ins per day, and the Scheduler needs relief to finish monthly planning. Supervisor Staples asked if Rehbaum was supposed to back up in that department as part of his job duties. Janiszewski said he is the Manager of the Scheduling and Business offices, and he has been extremely busy implementing the pilot programs and the Kronos scheduler system. Mary Price, 209 W. Second Street, Elkhorn, was recognized by the Chair. She asked why a Clerk IV position was being created, when an Administrative Assistant position was created to assist with administrative duties. Janiszewski replied that the Administrative Assistant position is supposed to assist her and the Director of Nursing so they can devote more time on the floor, which employees requested during the employee engagement survey. Rehbaum said scheduling at LHCC requires 1.5 positions to handle the duties in that department. Supervisor Staples said she thought the Kronos scheduler would alleviate some of the workload, and Rehbaum said he estimated that has brought staffing requirements down by a half position. **Vice Chair Brellenthin made a motion, seconded by Supervisor Ingersoll, to recommend approval of the proposed reorganization of the Dietary Department. The motion carried 5-0.** This will be sent to the Human Resources Committee for review and approval.

- Discussion and possible action concerning the possibility of conducting CNA Certification classes at LHCC and possible tuition reimbursement
Supervisor Staples contacted Gateway for information on their CNA certification programs, and what would be involved to implement a program for LHCC only. She said this might help in recruiting more candidates who would take CNA positions at LHCC if they got their certification at the facility. She

noted that other nursing homes in the county conduct their own classes. She also proposed that if additional reimbursement to prospective hires, it would provide an incentive for CNAs to select LHCC. Janiszewski stated that new CNAs are currently reimbursed according to the State maximum caps of \$225.00 for training and \$61.50 for testing. She said that if training were done in-house, space is limited and an instructor would have to be hired. Staffing is not currently an issue, as 12 CNAs were hired in July. Supervisor Staples said she thought her proposals would help with the overtime mandates and costs. If the in-house training is not feasible, she said an increase in reimbursement would be an enticement, particularly since LHCC does not offer sign-on bonuses. **Supervisor Ingersoll made a motion, seconded by Supervisor Schaefer, to review Supervisor Staples' proposal in six months to allow time to evaluate the impact of the 12-hour shifts and weekend warrior programs. The motion carried 5-0.**

- Declaring the 2005 Colorado pickup truck as surplus
Janiszewski said the new truck has arrived and that LHCC is requesting approval from the Finance Committee to declare the 2005 Colorado pickup truck as surplus and sell the truck on the Internet through the Wisconsin Surplus Online Auction. The estimated value of the pickup is \$4,000. **Vice Chair Brellenthin made a motion, seconded by Supervisor Staples, to approve declaring the 2005 Colorado pickup truck as surplus. The motion carried 5-0.**

Administrator's Report

There were six worker's compensation injuries in June, with a total of 113.75 hours of time lost for three individuals. Overtime in June was \$32,013.

Announcements

On Saturday, July 30, there will be a lunch at 11:30 a.m. to celebrate the ten-year anniversary of the facility. There will also be a silent auction and basket raffles. Janiszewski said the state surveyors did their inspection two weeks ago, and she will have a report on the findings at the September meeting.

Upcoming Events – the list was included with the agenda packet.

Confirmation of next meeting: The next regular meeting was confirmed for September 14, 2016 at 1:00 p.m.

Adjournment

On motion by Vice Chair Brellenthin, seconded by Supervisor Schaefer, Chair Monroe adjourned the meeting at 1:38 p.m.

DRAFT

**Walworth County Board of Supervisors
July 25, 2016 Agriculture & Extension Education 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 Daniel Kilkenny at 1:04 p.m.

Roll call was conducted. Members present included Chair Daniel Kilkenny, Vice Chair Charlene Staples, Supervisor Nancy Russell, and Citizen Members Mary Kaye Merwin, Rosalie Riewer and Kelly Pickel (arrived at 1:09 p.m.). Citizen Members Michael Krejci and Matt Polyock were excused. A quorum was declared.

Others in Attendance

County Staff: Christine Wen, Co-Department Head/Horticulture Educator; Jenny Wehmeier, Co-Department Head/Family Living Educator; County Administrator David Bretl; Agriculture Educator Peg Reedy; Yolanda Pena, WNEP Coordinator; Program Intern Christina Taddeo; Volunteer Coordinator Colleen Lesniak; Agriculture Educator Kristine Ely; Intern Rose Reible

Members of the Public: Matt Hanson, UW-Extension Southwest Regional Director

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

On motion by Vice Chair Staples, seconded by Supervisor Russell, the May 16, 2016 meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business – There was none.

New Business

- Price County Resolution #18-16 – Opposition to the UW-Cooperative Extension Multi-County Reorganization Plan (referred from July 12 County Board meeting).

Citizen Member Merwin made a motion, seconded by Supervisor Russell, to place Price County Resolution #18-16 on file. The motion carried 6-0.

- Introduction of Intern Christina Taddeo

Co-Department Head/Family Living Educator Jenny Wehmeier said this is the last week of Ms. Taddeo's Community Health internship, which ran for eight weeks. Taddeo, a student at UW-LaCrosse, said she assisted with planning activities for the Get Moving Program, helped with the Nutrition Education program, and independent living skills for children in foster care. She enjoyed her internship and the valuable hands-on experience.

- Southwest Regional Director Matt Hanson nEXT Generation Walworth County update
Southwest Regional Director Matt Hanson said there are currently 16 workgroups in place, and County Administrator Bretl serves on the county structure work group. Each of the work groups has one county representative on it. As planning progresses, counties will have the opportunity to provide further input on their needs. The ultimate plan will be structured based upon budget restrictions, and Hanson said he doesn't anticipate county contributions or federal funding expanding in the foreseeable future.

- i. Resignation of Department Head/Family Living Educator Jenny Wehmeier, effective August 19, 2016

Hanson said that effective August 19, Wehmeier would be leaving to take a position at Elkhorn High School. Her absence will be a great loss to UW-Extension because of her dedication and the networks she has established during her 12-year tenure.

ii. Clerk III Vacancy – Resignation of Brittany Savaglio, effective July 31, 2016
Brittany Savaglio is leaving July 31. Her position is 100% county funded.

iii. Update of Wisconsin Nutrition Education Program (WNEP) - Yolanda Pena, WNEP Coordinator

A replacement for an open position in the WNEP has been posted, and some Committee members have volunteered to participate in the interview process.

iv. Scheduled Elimination of 2nd Agriculture Educator Position on December 31, 2016
The second Agriculture Educator position was primarily hired to assist with Farm Technology Days and the contract expires December 31, 2016. Supervisor Russell said she feels the entire reorganization process has been poorly handled by UW-Extension with respect to staffing. Employees haven't been told if their jobs are going to be retained or eliminated, and it doesn't seem as though they will know before year-end. From a recruiting perspective, it's difficult to attract quality staff if people don't apply because of uncertainty about the future. Hanson said the reorganization affects state specialists at university campuses and administration as well as county staff. Vacancies have been kept open to allow current staff to transition into available positions. Chair Kilkenny expressed concern over reallocation of staff other regions, particularly with the commitment to 4-H in Walworth County. Merwin said 4-H and Family Living are dependent upon volunteers for their success; with Wehmeier's departure, the programs will suffer. She asked when UW-Extension would be able to provide a timeframe on implementation of their plan so the County can proceed to make decisions on hiring. Hanson said if the county wanted to fill the Family Living Educator position it could do so now; however, the Dean of UW-Extension is recommending not filling vacancies with new personnel, as current faculty will be available to take the positions. Another option would be to fill the position on an interim basis only and not require a candidate with a Master's degree.

County Administrator Bretl said he initially approached his work group assignment with skepticism, but wanted to meet with officials in the tri-county area to get their input. The planning for the reorganization is a big time commitment, and he doesn't foresee any decisions being implemented before winter. In the meantime, he recommended filling the UW-Extension Family Living Educator position with a Master's level candidate, and refilling the county-funded Clerk III position. Chair Kilkenny expressed concern about the Family Living Educator position subsequently being assigned regionally. **Citizen Member Merwin made a motion, seconded by Supervisor Russell, to authorize recruiting for an individual with faculty eligible credentials to fill the Family Living Educator position. The motion carried 6-0.** Bretl said the Clerk III vacancy would be posted within the County. **Citizen Member Merwin made a motion, seconded by Supervisor Russell, to eliminate the second Agriculture Educator position when the contract expires. The motion carried 6-0.** Vice Chair Staples said Wehmeier will be dearly missed, and Elkhorn School District is gaining a great talent.

Reports

- Volunteer Coordinator – Colleen Lesniak
Volunteer Coordinator Lesniak provided her annual report on County's the volunteer program. There were 1,023 volunteers in 2015, compared to 824 in 2014. Internships went from 35 in 2014 to 71, and the

total number of volunteer hours for 2015 was 38,732, which didn't include 4-H and Master Gardener volunteers. She reported on Farm Technology Days. The first tier of volunteers, comprised of committee members, committee chairs and executives involved in planning totaled 100. There were approximately 1,000 volunteers who worked onsite throughout the event, and many more who weren't registered. Lesniak's job was primarily to educating people on recruiting and managing volunteers. She thanked Rosalie Riewer, the volunteer coordinator for the Family Living area, and Mary Kaye Merwin for coordinating Innovative Square. Lesniak said she is amazed at the support from people within Walworth County. Merwin expressed her gratitude for Lesniak's dedication and for her report.

- 2016 Farm Technology Days – Peg Reedy, Executive Secretary
Peg Reedy, Executive Director, said she would provide a complete report on Farm Technology Days when all of the information is available. Overall attendance was 30,000, which was a good turnout despite the weather. A survey of attendees was conducted by UW-Whitewater students, and a greater than normal number of farmers attended the event. In addition, there were a large number of attendees from Illinois, who were targeted in advertising the event. Reedy said without the volunteers, Farm Technology Days wouldn't have been possible, and several of them told her how much they enjoyed working to make it a success. Reedy said the Youth area this year was the best it's ever been, and Innovation Square was incredible. On August 3, a volunteer appreciation event will be held at the county fairgrounds.

- Public Issues Leadership Development (PILD) – Michael Krejci, Citizen Representative
This item was postponed until the next meeting.

- UW-Extension outreach and educational events
Wehmeier said because of Farm Technology Days, staff was unable to get the material into the agenda packet.

Chairperson's Report

Chair Kilkenny extended his thanks to Ms. Wehmeier for her service and dedication, stating it will be difficult to replace her. Wehmeier thanked the Committee for their support during her 12-year tenure.

Announcements – There were none.

Confirmation of Next Meeting. The next committee meeting was confirmed for **Monday, October 17, 2016 at 1:00 p.m.** – County Board Room 114 in the Government Center

Adjournment

On motion by Vice Chair Staples, seconded by Citizen Member Riewer, Chair Kilkenny adjourned the meeting at 1:55 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
Executive Committee Meeting Minutes
Monday, July 25, 2016
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair David Weber at 10:00 a.m.

Roll call was conducted. Members present included Chair David Weber, Vice Chair Charlene Staples, Supervisors Daniel Kilkenny and Nancy Russell. Supervisor Susan Pruessing was excused. A quorum was declared.

Others in Attendance

County Board Members: None

County staff: County Administrator David Bretl; Undersheriff Kevin Williams and Central Services Director Eric Nitschke

Supervisor Russell made a motion, seconded by Vice Chair Staples, to approve the agenda with no withdrawals. The motion carried 4-0.

On motion by Supervisor Kilkenny, seconded by Vice Chair Staples, seconded by, the June 20, 2016 meeting minutes were approved 4-0.

Public Comment – There was none.

Appointments. Recommendations regarding County Administrator's nominations:

- Land Conservation Committee – reappointment of Rosemary Badame

County Administrator Bretl said Ms. Badame, a former County Board member, has previously served on the Land Conservation Committee. **Supervisor Russell made a motion, seconded by Vice Chair Staples, to approve the reappointment of Rosemary Badame to the Land Conservation Committee. The motion carried 4-0.**

- Transportation Coordinating Committee – reappointment of James Davis, Cynthia Simonsen and Jeni Hallatt

Bretl said the terms of all three candidates have expired. He asked the committee to hold reappointment of Cynthia Simonsen until the bid for the shared-ride taxi services is awarded, because VIP Services intends to submit a bid and Ms. Simonsen is Executive Director of VIP. **Vice Chair Staples made a motion to recommend the reappointment of James Davis and Jeni Hallatt to the Transportation Coordinating Committee, and to hold the reappointment of Cynthia Simonsen per the Administrator's recommendation. The motion carried 4-0.**

Consent Items – approval of expense/mileage reimbursement claims:

- Richard Kuhnke, Sr., county representative on WRRTC, in the amount of \$120.20
- Allan Polyock, county representative on WRRTC, in the amount of \$120.20.

Supervisor Russell made a motion, seconded by Vice Chair Staples, to approve the reimbursement requests of Richard Kuhnke, Sr. and Allan Polyock. The motion carried 4-0.

Reports/announcements by Chairperson – None.

Next meeting date and time – The next meeting was confirmed for Monday, September 12, 2016 at 10:00 a.m.

Claims and Litigation

The committee convened in closed session at 10:07 a.m. on motion and second by Supervisor Russell and Vice Chair Staples 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 below. A roll call vote was conducted and all members voted “aye.” Remaining in closed session were County Administrator David Bretl, Undersheriff Kevin Williams and Central Services Director Eric Nitschke (for item b only).

- a. Notice of Injury – Dorothea Lock-Davis and Estate of Christopher Davis
- b. Thomas Jones v. Walworth County Highway Department, Walworth County Public Works and Dennis Jacobs

The committee reconvened in open session at approximately 10:56 a.m. on motion and second by Supervisor Kilkenny and Vice Chair Staples.

Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to hold action on the Notice Of Injury – Dorothea Lock-Davis and Estate of Christopher Davis; and to disallow the claim of Thomas Jones v. Walworth County Highway Department, Walworth County Public Works and Dennis Jacobs, and to direct the Clerk to include a Resolution disallowing the claim on the next County Board meeting agenda. The motion carried 4-0.

Adjournment

On motion and second by Supervisor Kilkenny and Vice Chair Staples, Chair Weber adjourned the meeting at 10:57 a.m.

DRAFT

**Walworth County Board of Supervisors
Land Conservation Committee Meeting Minutes
Monday, July 25, 2016 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 Charlene Staples at 2:03 p.m.

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

Others in Attendance:

County Staff: David Bretl, County Administrator; Michael Cotter, Director of Land Use and Resource Management (LURM)/Deputy Corporation Counsel; Shannon Haydin, LURM Deputy Director; Merilee Holst, Geneva Lake Conservancy; Charlie Handel, Lake Manager for Delavan Lake at Delavan Lake Sanitary District; and John Surinak, District President, Delavan Lake Sanitary Management

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

On motion by Supervisor Kilkenny, second by Citizen Member Badame, the June 20, 2016 Land Conservation Committee meeting minutes were approved.

Public Comment – There was none.

New Business

- Discussion/Possible Action – Healthy Lakes Request / Delavan Lakes Sanitary District

Shannon Haydin, Land Use and Resource Management (LURM) Deputy Director referred to Pages 4 thru 7 of the packet and gave a brief overview of the Delavan Lakes Sanitary District Resolution Number 4 of 2016 requesting Walworth County to adopt the Wisconsin's Healthy Lakes Implementation Plan and reduce or waive fees for such programs. Haydin stated vegetative buffers and other types of shoreland improvements require a permit and fee, depending on the level of disturbed area. Haydin stated that staff looked at projects that would be eligible for funding under the Healthy Lakes Initiative and proposes projects with 0-350 square feet of disturbed area, the permit is free and anything over 350 square feet is a \$50 fee. She said LURM is looking for a reduction in fees for projects similar to the projects eligible for the Healthy Lakes Initiative grant. Haydin stated applicants will not be required to partake in the Healthy Lakes program. She said a true rain garden requires a significant amount of disturbance with excavation of 3 to 5 feet, installation of underdrains, etc., and that the maximum fee would be \$225. Discussion then focused on current shoreland zoning requirements and fees. Michael Cotter, Director of LURM/Deputy Corporation Counsel, stated the rain garden is not currently listed on the fee schedule. He said it would be advantageous to submit the proposed updated fee schedule to the Finance Department for the budget process so that it could be implemented by September. Supervisor Russell encouraged LURM to create a pamphlet to inform the public and draw awareness to the program. Charlie Handel, Lake Manager for Delavan Lake at Delavan Lake Sanitary District, stated the Healthy Lakes grant is scheduled to disburse February 1, 2017. John Surinak, President of Delavan Lake Sanitary District, stated the resolution was passed in order to protect and improve the lake. He said the Delavan Lake Sanitary District is attempting to partner with others to receive any available grants.

- Discussion/Possible Action – Correspondence from Citizen Member Rosemary Badame regarding the recent failure of the Department of Natural Resources (DNR) to no longer consider the “cumulative impacts” and effects of high-capacity wells on streams, rivers and lakes when reviewing applications for new wells

Citizen Member Rosemary Badame gave a brief statement regarding her concerns with high-capacity wells and the impact on the water table within Walworth County. She is not certain how to proceed or who to contact. Discussion focused on the abandonment of deep aqua firs and turning to shallow aqua firs, who has authority to regulate high-capacity wells and their effects, and whether or not other counties within the region are joining together and discussing their situations. Cotter stated Walworth County paid for a water supply study completed by SEWRPC approximately 5 years ago and the report is located in the LURM Department. Haydin reported that she was recently informed at the County Conservationists Meeting in Wisconsin Rapids that some of the wells in Walworth County are showing high levels of nitrates, particularly in the Southwest corner. Cotter stated Walworth County needs to start thinking about protecting the recharge areas. Chair Staples directed LURM to request a speaker from SEWRPC to come before the Committee to explain the water supply report and direct the Committee on how to utilize it.

Confirmation of next meeting – The next meeting was confirmed for Monday, September 12, 2016, 2:00 p.m.

Adjournment

On motion by Supervisor Kilkenny, second by Citizen Member Badame, the meeting adjourned at 2:39 p.m. Motion carried 4-0.

Submitted by Trisha Sommers, 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
Monday, July 25, 2016 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 Nancy Russell at 3:32 p.m.

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

Others in Attendance

County staff: County Administrator David Bretl; Director of Central Services Eric Nitschke; County Engineer Joe Kroll; Facilities Manager John Miller; Public Works Finance Manager Penny Bishop; Deputy County Administrator-Finance Nicki Andersen

On motion by Supervisor Schaefer, seconded by Supervisor Timms, the agenda was approved by voice vote.

On motion by Vice Chair Monroe, seconded by Supervisor Schaefer, the June 20, 2016 meeting minutes were approved by voice vote.

Public comment – There was none.

Unfinished Business - There was none.

Consent Items

- a) Approval of DPW Vehicle Maintenance Facility Project Change Order Requests, Project #15-125 – Scherrer Construction

CO #13 Over Excavation and Dewatering Site. **Supervisor Timms made a motion, seconded by Vice Chair Monroe, to approve CO #13. The motion carried 4-0.**

CO #14 Roof Detail – for proper backing on roof to support fascia. **Supervisor Timms made a motion, seconded by Vice Chair Monroe, to approve CO #14. The motion carried 4-0.**

CO #15 Revised Standard Duty Lifts. **Supervisor Timms made a motion, seconded by Vice Chair Monroe, to approve CO #15. The motion carried 4-0.**

CO #16 Change Door Hardware. **Vice Chair Monroe made a motion, seconded by Supervisor Timms, to approve CO #16. The motion carried 4-0.**

CO #17 Omit Toilet Accessories. **Supervisor Timms made a motion, seconded by Vice Chair Monroe, to approve CO #17. The motion carried 4-0.**

CO #18 Differential Pressure Sensors. **Vice Chair Monroe made a motion, seconded by Supervisor Timms, to approve CO #18. The motion carried 4-0.**

New Business

- Discussion and possible action on CTH NN Pedestrian/Bike Trail Project regarding award of bids and financing for the project

Central Services Director Eric Nitschke said four bids were received for the project, all of which were considerably over budget. The lowest bid was from Musson Brothers, Inc. in the amount of \$591,398.76. The state-assigned management consultant, DAAR Engineering, reviewed the bid prices and confirmed the pricing received was consistent with averages on similar projects. In their opinion, re-bidding the project would not result in significant cost reductions. The budget for the project is \$337,500, of which \$91,129 is encumbered for design. The estimated total cost to complete construction is \$720,039, which

would create a budget shortfall of \$473,194. Federal CMAQ funds in the amount of \$269,959 are available upon project completion, leaving the County responsible for \$541,209, which includes the \$91,209 already paid. Nitschke said the project could be re-bid in fall, with minor modifications to the bid packet, and maybe more favorable pricing would be received. The CMAQ funds wouldn't expire if the project is delayed. If the project were to move forward now, funding would have to come from the county's general contingency fund. County Administrator Bretl said the plan was to use soil from the CTH NN project as fill underneath the pedestrian trail, which would remediate the remaining stockpile. Bretl said when the CMAQ grant was applied for by the county's outside engineering firm, the cost was grossly underestimated. In addition, if the county accepts the grant, it is obligated to construct the trail all the way to connect to the White River State Trail. The Department of Transportation (DOT) also made accommodations for the trail when designing the bridge over USH 12. Nitschke said he is conferring with DOT officials for their input on the project and whether there are resources that could potentially be shared. If the trail were to be constructed only to end at the county campus, CMAQ funds would be withdrawn, but the stockpiled soil could be used. Nitschke said the grant expires June 30, 2020, and the project could possibly be postponed for construction in 2019. **Supervisor Timms made a motion, seconded by Vice Chair Monroe, to reject the bids for the bicycle trail project, and delay action on the item until September to allow staff an opportunity to talk with vendors and the DOT concerning options and develop cost estimates on the CTH NN soil remediation. The motion carried 4-0.**

- Discussion and possible action on Resolution **-07/16 Authorizing the Transfer of General Fund Contingency Funds to the CTH NN Pedestrian/Bicycle Trail Project
Vice Chair Monroe made a motion, seconded by Supervisor Timms, to place the resolution on file. The motion carried 4-0.
- Approval of Resolution **-09/16 Authorizing the Closure of Highway Projects CTH NN (CTH H to County Complex), County M Repair and Lake Beulah Dam and Transferring Remaining Funds
Supervisor Timms made a motion, seconded by Vice Chair Monroe, to recommend approval of the resolution authorizing the closure of the projects. The motion carried 4-0.
- Report and approval of change orders for Magill Construction on the Sheriff's Training Range
Supervisor Timms made a motion, seconded by Supervisor Schaefer, to approve Change Order #15-014. The motion carried 4-0. Supervisor Timms made a motion, seconded by Vice Chair Monroe, to approve Change Order #15-013. The motion carried 4-0.
- Report on and approval of donated labor by Public Works for Farm Technology Days
Facilities Maintenance Technician Keith Williams provided 10 hours of work locating, marking and tilling areas at the Snudden Farm for Farm Technology Days. Two Highway patrolmen spent 16 hours installing directional signs for the event, and 6 hours of labor was expended grading the gravel roadways.
Supervisor Schaefer made a motion to approve the report on the donated labor, seconded by Vice Chair Monroe. The motion carried 4-0.

Old Business - There was none.

Reports

- Report on Current Public Works Projects
 - Update on CTH H from Elkhorn to CTH A, State ID: 3840-01-01

Nitschke said as discussed previously, this project involves grant funding. He has requested exceptions to the required standards for the intersection of Cobble Road and is hoping for approval from the State, which would allow bids to go out early in 2017. If the exceptions are not approved, the project would have to be moved up in the department's roadwork plan to 2019 or 2020.

➤ Update on resurfacing CTH H in Genoa City – North Village limits to USH 12

The PASER rating on this section of CTH H has dropped, and staff recommends improvement of this segment of the road as soon as feasible. The preliminary engineering design is complete, and Public Works staff met with representatives of the Village to discuss their expectations and goals. The Village performed inspections on its infrastructure beneath the roadway, and determined that upgrades to the sanitary and water systems need to be performed. Nitschke said the proactive planning will avoid tearing up the roadway after the project is completed, and the Village will be able to establish a schedule for completion of their upgrades within the next few weeks so staff can plan when bids can be let. Nitschke said on roadway projects within city limits, a three year project timeframe is ideal to allow for preliminary design, coordination with the community, and budget planning. Vice Chair Monroe requested that he be included in the next meeting with Village officials.

➤ Report on possible withdrawal from Capacity, Management, Operation and Maintenance (CMOM) Program and WPDES Permit

Nitschke said as a follow up to last month's report, staff has applied for the WPDES permit for next year to maintain compliance, and is in discussion with the Department of Natural Resources regarding opting out of the permitting without consequences.

- Reports/Announcements by Chair – There were none.

Correspondence – There was none.

The next meeting was confirmed for Monday, September 12, 2016 at 3:30 p.m.

Adjournment

On motion by Supervisor Timms, seconded by Supervisor Schaefer, Chair Russell adjourned the meeting at 4:06 p.m.

County Zoning Agency

MINUTES

July 21, 2016 – 4:30 p.m.

100 West Walworth Street

Elkhorn, Wisconsin

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

Chairman Tim Brellenthin called the meeting to order at 4:30 p.m.

Roll call – Committee members present were Chair Tim Brellenthin, Vice Chair Dave Weber, Supervisors Paul Yvarra, Randy Timms, and Citizen Members Richard Kuhnke, Sr. and Jim Van Dreser. Supervisor Susan Pruessing was absent, excused. A quorum was present.

County Staff present – Land Use and Resource Management Department Director Michael P. Cotter, Deputy Director Shannon Haydin, and Site Planner/Hearing Facilitator Matt Weidensee. Present for a portion of the meeting / hearing was Debora Grube, Senior Zoning Officer.

A “sign-in” sheet listing attendees on July 21, 2016, is kept on file as a matter of record.

Details of the July 21, 2016 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 as amended to table items 8.d.1.) Joseph H. Key and Maud L. Key Joint Revocable Living Trust – Owners and to hear item 8.d.4) Leroy and Clara Schiemann to be heard first as item 8.d.1. Seconded by Jim Van Dreser. Motion carried. 6-favor 0-oppose

Richard Kuhnke, Sr. motioned to approve the June 16, 2016, Minutes. Seconded by Randy Timms. Motion carried. 6-favor 0-oppose

Zoning / Sanitation / Land Conservation Enforcement – Michael Cotter
Disc Count #4:35:04 - 4:37:06

Subdivision Items – Old Business – None

Subdivision Items – New Business – None

Old Business - Ordinance Amendments –

1. Amendment to Section(s) 74-51, 74-61 and 74-131 of the Zoning Ordinance and Section(s) 74-178, 74-188 and 74-263 of the Shoreland Zoning Ordinance adding a farm family business wedding barn in the A-1 and A-2 zoning district as a conditional use.

Discussion was had by committee members regarding proposed changes. Jim Van Dreser motions to approve. Second by Richard Kuhnke, Sr. Motion carried. 5-favor 1-oppose (Randy Timms votes in opposition)
This item will be forwarded to the July 28, 2016 County Board meeting for discussion/possible action.
Disc Count #4:37:14 – 4:48:11

Old Business – Discussion Items – None

New Business - Ordinance Amendments - None

New Business – Discussion Items –

1. Discussion/Possible Action – **Leonard R. and Rosalie Locey – Owners**, Section 13, Sugar Creek Township. The property owner is requesting to amend a conditional use permit to bring an existing retaining wall greater than six inches in height into compliance on camp unit 138 within Willow Run Condominium Park zoned B-5 Planned Commercial-Recreation Business District. The property of concern is located on the south side of Hwy ES approximately 650 feet west of the intersection of Hwy ES and Hwy 12 and is identified as Unit 138 in Willow Run Condominium Park or GWR 00138 – Matt Weidensee

**Randy Timms motions to approve. Second by Jim Van Dreser. Motion carried.
6-favor 0-oppose
Disc Count #4:48:12 – 4:50:00**

2. Discussion/Possible Action – **Raymond and Marilyn Mutchie – Owners**, Section 13, Sugar Creek Township. The property owners are requesting to amend a conditional use permit to bring existing retaining walls greater than six inches in height into compliance on camp unit 245 within Willow Run Condominium Park zoned B-5 Planned Commercial-Recreation Business District. The property of concern is located on the south side of Hwy ES approximately 650 feet west of the intersection of Hwy ES and Hwy 12 and is identified as Unit 245 in Willow Run Condominium Park or GWR 00245 – Matt Weidensee

**Dave Weber motions to approve. Second by Randy Timms. Motion carried.
6-favor 0-oppose
Disc Count #4:50:02 – 4:51:22**

3. Discussion/Possible Action – Zioto Enterprises request for extension of time for existing Conditional Use Permit for sales of sheds outdoors – Matt Weidensee

Amended 7/21/2016 of time extension of one year for shed sales see # 1, 12, 14
Amended 6/18/2015 for shed storage and sales extension see # 1, 2, 4, 11, 12, 14, 25, 27
Amended 2/20/14 to allow portable scale and one year extension (see cond. #s 12 & 27)

NAME: Zioto Enterprises, LLC

TOWN: Darien

The application indicates: The property owner is requesting conditional use approval for contractor storage **allowing for amendment of the conditional use on 6/18/2015 7/1/2018 for continued storage of shed for sale as per plan submitted.**
Tax Parcel(s) B D 800005

Has been APPROVED subject to the following conditions:

General:

1. Approved as per plan submitted for a temporary contractor storage **allowing sheds to be stored on site for sale for up to one year from the date of this amendment to ~~6/18/2015~~ 7/1/2018 as per plan submitted.**
2. All materials and parking of any nature will be as reflected in the Amended Site Plan.
3. The site plan shall be amended to show no contractor storage occurring upon the A-2 property.
4. Contractor storage activities are allowed only between sunrise and sunset.
5. The applicant must obtain a Land Disturbance Erosion Control and Stormwater Management Permit from the County prior to any land disturbance activities taking place on the site.
6. All access to the site must be made as identified in the approved plan.
7. All contractor storage shall be located as identified in the approved plan.
8. The applicant shall meet all applicable federal, state, and local regulations.
9. The applicant shall obtain all necessary permits for any temporary sanitary facilities.
10. Storage-related activities, including parking, shall not occur within 25 feet of the right-of-way or the required vision triangle.
11. With the exception of the min-shed display area, no other uses shall be allowed on the site in conjunction with this approved temporary use, and no other person or party shall be allowed to take advantage of or use the CUP.
12. The approved CUP is for a term of ~~12~~ 24 months, and shall expire on ~~6/18/2016~~ **7/1/2018 (as per the Town).**
13. There shall be no full-time employees located on the subject premises.
14. Materials stored on site **are limited to parking and the sheds for sale as per plan submitted.**
15. Beyond the approved uses as set forth above, there shall be no other use of the premises during the term of the CUP.
16. No permanent buildings shall be allowed on site as part of this approval.
17. The applicant shall make all necessary arrangements for use and crossing of public roadways with the State, County and Town Highway Departments.
18. 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 County Zoning Agency for additional conditional use review.

Specific:

19. There shall be no fabrication, painting, welding, washing of materials or equipment, cutting, milling, chipping, sorting etc. allowed on site. Storage of specified equipment and materials only.
20. Failure to make the required contact with the County and or provide the required information for review prior to use of the site shall result in County citation and/or enforcement.
21. The topsoil pile located on site shall remain for use in final restoration of the contractor storage yard.
22. No topsoil, fill or other earthen materials may be mined and/or removed from the site.
23. No earthen materials, debris and or spoils may be disposed of on site.
24. All area utilized for contractor storage shall be covered by gravel prior to use.

25. The mini-storage sheds located on the premises and reflected in the applicant's revised plan may remain on site for a 12 month period provided the applicant complies with all of the necessary conditions as itemized above and the applicant provides the name of the designated lessee displaying the sheds. The temporary use of the property for the mini-storage sheds shall not transfer to any other lessee. (as per the Town).

Dated this 15th of August, 2013.

COUNTY ZONING AGENCY
RICK STACEY, CHAIRMAN

Dated this 20th of February, 2014.

COUNTY ZONING AGENCY
DAVE WEBER, VICE-CHAIRMAN

Dated this 18th of June, 2015.

COUNTY ZONING AGENCY
RICK STACEY, CHAIRMAN

Dated this 21st day of July, 2016.

COUNTY ZONING AGENCY
Tim Brellenthin, CHAIRMAN

cc: Town of Darien, Cecil R. Logterman, Chairman, N2826 Foundry Rd, Darien, WI 53114
Town of Darien, Marilyn Larson, Clerk, N2826 Foundry Rd, Darien, WI 53114

**Discussion regarding phrasing of extension of time for "one" year.
Richard Kuhnke, Sr. motions to approve per the Town's recommendation until
2018 (or two years). Second by Dave Weber. Motion carried. 6-favor 0-
oppose
Disc Count #4:51:27 – 4:54:20**

Public Hearing: 5:30 p.m.

Ordinance Amendments –

Willow Run RV Condominium Association, Applicant - Amendment to Section(s) 74-62(7) of the Zoning Ordinance and Section(s) 74-189(7) of the Shoreland Zoning Ordinance regarding Planned Campground Developments storage sheds and structures.

Judy Fallon speaks regarding applicant's requested ordinance amendment. Jim Ulbert and John Mortensen speak in favor of the amendment.

This item will be placed on the 4:30 P.M. agenda of the August 18, 2016 Walworth County Zoning Agency for a vote.

Disc Count #5:38:38 – 5:48:39

Ordinance amendment to Section 74-153, 74-155, 74-156, 74-159, 74-161, 74-162, 74-163, 74-164, 74-165, 74-166, 74-167, 74-168, 74-169, 74-170, 74-171, 74-172, 74-173, 74-174, 74-175, 74-179, 74-190, 74-248, 74-260, 74-263, 74-265, 74-266, 74-267, 74-268, 74-269, and 74-270 of the Shoreland/Floodplain zoning Ordinance to comply with Wisconsin NR 115, Act 55, Act 167 and Act 391 – Deb Grube

Discussion regarding amendments to the Shoreland/Floodplain zoning ordinances. Nancy Russell and Merilee Holst speak in favor of the ordinance amendment as presented by Staff.

This item will be placed on the 4:30 P.M. agenda of the August 18, 2016 Walworth County Zoning Agency for a vote.

Disc Count #5:48:39 – 6:09:55

Rezones with Conditional Uses

1. **Ronald Bigelow – Owner**, Section 34, Darien Township. The property owner is requesting to rezone approximately 2.13 acres of A-1 Prime Agricultural zone land to A-4 Agricultural Related Manufacturing Warehousing and Marketing District in order to bring an existing contractor storage yard for a landscaping and snow plowing business into compliance with the Walworth County Zoning Ordinance by conditional use review. The property of concern is located on the southwest side of Hwy 14 approximately 1700 feet southeast of the intersection of Hwy 14 and Sweet Road and is identified as part of Tax Parcel BA156600001.

General:

1. Approved per plans submitted for a contractor storage facility and office for a landscaping and snow plowing business with all additional conditions.
2. All storage areas, materials and equipment shall be located as defined on the plan of operations.
3. The site shall meet all applicable Federal, State, County and local regulations.
4. The applicant must obtain all required zoning permit approvals including a sign permit.
5. No filling shall be allowed in any wetland areas.
6. No filling shall occur on site without proper permit approvals.
7. Access approval must be obtained from the proper Department.
8. 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.
9. The applicant must obtain a Land Disturbance, Erosion Control & Stormwater approval from Land Conservation Office prior to construction if required by Section 26 of the Walworth County Code of Ordinances. The construction activities of this development must comply with the Walworth County Land Disturbance, Erosion Control and Stormwater Management standards contained in Section 26 of the Walworth County Code of Ordinances.
10. Hours of operation shall be from 6:00 a.m. to 6:00 p.m. Monday – Saturday with hours for return of equipment from off site until 9:00 p.m.

11. No burning shall be allowed on site without a State burning facility license and any required local approvals.
12. 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. There shall be no salt storage for the snow plowing business allowed on site without proof of meeting all State salt storage requirements and submitting documentation of any required approval from WI. DNR for the conditional use file.
15. Trucks accessing the salt shed for snow plowing shall approach driving forward in a one way drive pattern to avoid backup alarm noise whenever possible.
16. Sign modification shall be allowed for up to a 100 sq. ft. sign on both sides at a location meeting the required setbacks.
17. The owner/applicant must obtain County Land Conservation Office approval of a spill prevention plan (SPP) and a stormwater pollution prevention plan for this site if require by ordinance.

*6:10 p.m. Supervisor Susan Pruessing arrives at meeting.

Applicant Ronald Bigelow speaks regarding the application.

Richard Kuhnke, Sr. motioned to approve. Seconded by Jim Van Dreser. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the July 28, 2016, Walworth County Board for possible action.

Disc Count #6:09:58 – 6:15:22

2. **Kathleen M. Krubert – Owner**, Section 5, Sugar Creek Township. The property owner is requesting to rezone approximately 1.044 acres A-1 Prime Agricultural zone land to A-4 Agricultural Related Manufacturing Warehousing and Marketing District in order to bring an existing contractor storage yard for a landscaping and snow plowing business and a shop building to be used as a farm family business into compliance with the Walworth County Zoning Ordinance by conditional use review. The property of concern is located on the south side of Hwy O approximately 400 feet east of the intersection of Hwy O and Jackson Road and is identified as part of Tax Parcel GA259600001.

General:

1. Approved per plans submitted for a contractor storage facility and office for a lawn mowing/landscaping and snow plowing business with all additional conditions, **and a farm family business in the A-1 zoned area.**
2. All storage areas, materials and equipment shall be located as defined on the plan of operations.
3. The site shall meet all applicable Federal, State, County and local regulations.
4. The applicant must obtain all required zoning permit approvals including a sign permit.

5. No filling shall be allowed in any wetland areas.
6. No filling shall occur on site without proper permit approvals.
7. Access approval must be obtained from the proper Department.
8. 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.
9. The applicant must obtain a Land Disturbance, Erosion Control & Stormwater approval from Land Conservation Office prior to construction if required by Section 26 of the Walworth County Code of Ordinances. The construction activities of this development must comply with the Walworth County Land Disturbance, Erosion Control and Stormwater Management standards contained in Section 26 of the Walworth County Code of Ordinances.
10. Hours of operation shall be from 6:00 a.m. to 6:00 p.m. Monday – Saturday with hours for return of equipment from off site until 9:00 p.m.
11. No burning shall be allowed on site without a State burning facility license and any required local approvals.
12. 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. There shall be no salt storage for the snow plowing business allowed on site without additional LURM Department approval and proof of meeting all State salt storage requirements.
15. Sign modification shall be allowed for up to a 100 sq. ft. sign on both sides at a location meeting the required setbacks.
16. The owner/applicant must obtain County Land Conservation Office approval of a spill prevention plan (SPP) and a stormwater pollution prevention plan for this site if require by ordinance.

Applicant Kathleen Krubert speaks regarding the application.

Dave Weber motioned to approve. Seconded by Jim Van Dreser – amending paragraph #15 to 100 sq. ft. Motion carried. 7-favor 0-oppose.

The rezone petition will move forward to the July 28, 2016, Walworth County Board for possible action.

Disc Count #6:15:27 – 6:21:40

Rezones – None

Conditional Uses

THIS MATTER NOT HEARD – NO TOWN DECISION

~~1. Joseph H. Key and Maud L. Key Joint Revocable Living Trust – Owner, Section 23, Troy Township. The property owners are requesting conditional use approval for a second residence on an A-1 Prime Agricultural zoned farm parcel for a daughter and son in law who are running the farm. The property of concern is located on the south side of Hwy 20 approximately 2700 feet west of the inter section of Hwy 20 and Pickerel Lake Road and Hwy N south and is identified as part of Tax Parcel L T 2300006.~~

1. **Leroy O. and Clara M. Schiemann – Owners, Jessie’s Acres, LLC – Applicant,** Section 14, Spring Prairie Township. The property owners are requesting conditional use approval for a dog kennel on lands zoned A-2 Agricultural and C-2 Upland Resource Conservation Zoning Districts. The property of concern is located on the north side of Kearney Road approximately 1200 feet north of the intersection of Kearney Road and Potter Road and is identified as Tax Parcel O SP1400002G.

General:

1. Approved per plans submitted as a dog kennel with all additional conditions.
2. 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.
3. The dog run fenced areas is located within 1,000 feet from the nearest neighboring residence therefore all dogs shall be accompanied a human caretaker at all times when outside the kennel pole building structure.
4. The kennel must meet all applicable Federal, State, County and local regulations.
5. The kennel is approved to board a maximum of 20 dogs overnight indoors. No dogs will be boarded outside.
6. Hours of operation shall be from 7:00 a.m. to 7:00 p.m. for drop off and pick up of dogs.
7. All outdoor lighting shall be shielded and directed on site.
8. The site must be kept neat, clean and mowed.
9. All animal waste must be disposed of on a daily basis in a sanitary fashion as to prevent occurrence of nuisance.
10. 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.
11. 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:

12. All dogs must be on a leash when outside of the kennel building or fenced training areas.

Video of the property is shown to the Committee members.

Atty Jim Howe/Godfrey Law Office and Anthony Valenti speak regarding the application.

Speaking in favor of the petition: Nancy Welch, Bob McIndoe, Sean Cranley, Diane Pounder.

Speaking in opposition of the petition: Attorney Anthony Colletti representing the Maiers, Beth Falk, Marlene Peacock, David Sekeres, Robert Schmidt, Patricia Sekeres, Dale Bruesewitz, Tom Brown, Bob Hendricks, Atty Brian Wanasek representing Mark/Tracy Bigelow, Roseann Poe, Richard Brown, Troy Bruesewitz, Bernard Walli, Bruce Peacock.

Rebuttal by Anthony Valenti.

Randy Timms motioned to TABLE this matter to August to allow the Town to revisit if they choose, applicant to state specific training practices, applicant to state a training day routine, what gunfire/sound is expected and the frequency (times per day), lighting plan, staffing and soundproofing. Seconded by Dave Weber.

Motion carried. 5-favor 1-oppose (Paul Yvarra votes in opposition).

Disc Count #6:21:50 – 8:01:20

2. **BJ Gills Enterprises LLC – Owner, Baljit Gill – Applicant**, Section 28, LaFayette Township. The property owner is requesting conditional use approval for a car and truck fueling station, convenience store, diner/restaurant and car wash on lands zoned B-4 Highway Business District. The property of concern is located on the north side of Hwy 11 approximately 1300 feet east of the I-43 overpass of Hwy 11 and is identified as Tax Parcel KA389600001.

General:

1. Approved as per plan and narrative submitted for a car and truck fueling station, convenience store, diner/restaurant on lands zoned B-4 Highway Business District with all additional conditions.
2. All uses shall meet applicable Federal, State, County and local regulations including commercial building inspection.
3. Outside lighting shall be shielded and directed on site.
4. The applicant must obtain all required zoning permit approvals including sign permits.
5. The applicant must obtain the required Walworth County Highway approval for any changes to the accesses.
6. No fill, debris, branches or leaves may be disposed of on site. No burning of waste materials shall occur on site.
7. The applicant must obtain a County Land Disturbance Erosion Control and Stormwater Management Permit from the County Conservation Office if required by ordinance.
8. All parking and access to the site shall meet County requirements. All parking shall be installed according to County requirements prior to use of the site under this conditional use. Vehicle parking shall be located as identified on the approved plan of operations.
9. The project site must be kept neat, clean, and mowed. The site shall be maintained in a nuisance free condition. The owner shall be held solely responsible for the control of dust, odors, fire, vermin, insects, rodents, filth, fluid/oils spills, groundwater and surface water contamination and windblown materials resulting from past and future operations on this site.
10. The owner shall obtain approval of a pollution prevention plan from the County Land Conservation Office and a hazardous spill plan from the State if required by law.

11. Implementation of dust and noise control measures shall occur at all times on site.
12. Hours of operation shall be 24 hours per day 7 days a week.
13. All perimeter fencing shall be maintained as identified on the project plan.
14. The operator shall obtain adequate liability insurance and keep the insurance current during the life of this conditional use.
15. No business activities other than specified in the plan of operations may be conducted on site.
16. 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.
17. No storage of chemicals, petroleum products and flammable materials shall occur on site unless stored in a containment facility meeting State requirements.
18. Staff may conduct inspections necessary to ensure site is operated and maintained according to applicable regulations.
19. Any changes to the site operations that may affect this approval must obtain additional County conditional use review and approval.
20. No occupancy shall be allowed for the business activity approved by this conditional use until all conditions of approval are met.
21. 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.
22. 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:

23. All trucks, trailers, equipment and materials in transit shall be allowed to be stored on site for a maximum of 3 contiguous days at which point they shall be removed from the property.
24. No loading or unloading of cargo shall occur between trucks trailers using the fueling station on site.
25. The County reserves the authority to require any outside stored materials to be removed from the site within 48 hours of a determination the storage is inconsistent with this approval, has become unsightly or is detrimental to human health and safety.
26. This conditional use includes modification for a 40 foot tall on-site business sign as one of two allowed free standing on site business signs.
27. The property owners of both Tax Parcels KA389600001 and 2 shall record a shared parking agreement allowing for the direct vehicle and pedestrian access connection between the parking areas on the properties. The agreement shall state any person or vehicle making access to the site by the direct connection between the on-site parking area and the adjoining property shall automatically be considered a customer of the property and the property owner shall hold the neighboring property owner harmless for the accessing customer. The shared parking agreement shall state the term of the agreement shall be perpetual and shall not terminate without Walworth County approval.

Warren Hansen and Matt Honold from Angus Young Architects speak regarding the application. Duane Newman speaks during opposition. Warren Hansen speaks in rebuttal.

Dave Weber motioned to approve. Seconded by Randy Timms. After discussion, Dave Weber rescinds motion to approve, Randy Timms rescinds second. Jim Van Dreser motions to TABLE the matter to August for the applicant to explore options for extending Newman Road. Seconded by Randy Timms. Motion carried.
7-favor 0-oppose
Disc Count #8:01:23 – 8:43:11

3. **Nature Conservancy – Owner, Sarah Gatzke, Fresh Water Strategy Manager – Applicant**, Section 14, Troy Township. The property owner is requesting conditional use approval to use an existing single family residential home as a cultural center for The Nature Conservancy on land zoned C-2 Upland Resource Conservation District. The property of concern is located on the east side of Pickerel Jay Road approximately 4400 feet south of the intersection of Pickerel Jay Road and Hwy J and is identified as Tax Parcel LA433400002.

General:

1. The Conditional Use for the Nature Conservancy Cultural Center is approved as per the plan submitted.
2. Use of the grounds shall be limited to cultural center office use as stated in the plan of operations.
3. All housing for the cultural center users shall occur in the building identified on the 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 Monday through Friday 8:00 a.m. to 4:30 p.m. as stated in the plan of operations.
7. Sufficient adult supervision must be present at all times when the site is used by children.
8. The total capacity of the site for overnight accommodations shall be limited to no more than four non-related people living in the structure.
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. The applicant obtaining adequate liability insurance and keep the insurance current during the life of this conditional use.
12. All lighting must be shielded and directed on to the property.
13. 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.
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 approval, then those changes must be brought before the County Zoning Agency for approval.
15. 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:

16. There shall be no camping allowed on the property.

**Sarah Gatzke speaks regarding the application. Merilee Holst speaks in favor.
Randy Timms motioned to approve. Seconded by Dave Weber. Motion carried.
7-favor 0-oppose
Disc Count #8:43:18 – 8:48:25**

Adjournment

**Dave Weber motioned to adjourn. Seconded by Randy Timms. Motion carried. 7-favor
0-oppose**

The meeting was adjourned at 8:48 p.m.

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

Walworth County Board of Adjustment
MINUTES

July 13, 2016 - Hearing – 9:00 AM

July 14, 2016 – Meeting – 9:00 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on July 13 & 14, 2016, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on July 13, 2016, were Chair John Roth, Vice-Chair Elizabeth Sukala and Secretary Ann Seaver. Peter Navis, Walworth County Asst. Corp. Counsel. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. Those present on July 14, 2016, were Chair John Roth, Vice-Chair Elizabeth Sukala. Secretary Ann Seaver and 2nd Alternate Joseph J. Pappa. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. “Sign-in” sheets listing attendees on July 13, 2016, and July 14, 2016, are kept on file as a matter of record.

The July 13, 2016, hearing was called to order by Chair John Roth at 9:00 A.M. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as presented. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. Elizabeth Sukala motioned to approve the June 8 & 9, 2016, Minutes and dispense with the reading. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Ann Seaver motioned to recess until 9:00 A.M. on Thursday, July 14, 2016. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose.** The July 13, 2016, hearing went into recess at approximately 4:44 P.M.

On July 14, 2016, at 9:00 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. Joseph J. Pappa took the Oath of Office. Joseph Pappa’s term expires June 30, 2019. **Ann Seaver motioned to approve the agenda as amended with removal of #5 Andrew Huebner Trust / Geneva Township that has been postponed to the August agenda. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Elizabeth Sukala motioned to adjourn until the August 10, 2016, hearing at 9:00 A.M. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose.** The July 14, 2016, decision meeting adjourned at approximately 9:24 A.M.

Three variance hearings and twenty-four appeals were scheduled and details of the July 13, 2016, hearings and the July 14, 2016, 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 / Appeals

Hearing – Count #9:07:41 – 9:23:57 / Decision – Count #9:05:35 – 9:08:22

The First Hearing was Raymond Hohe Trust, owner / Michael Raymond Homes LLC, Raymond Shafer, applicant – Section(s) 26 – La Grange Township

Applicants are requesting a variance from Section(s) 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition to a single-family residence (23' 6" height).

REQUIRED BY ORDINANCE: The Ordinance requires a 5' side yard setback (substandard).

VARIANCE REQUEST: The applicants are requesting a 3.2' side yard setback. The request is a variance from Section(s) 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an addition to a single-family residence (23' 6" height).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 13 & 14, 2016, for the petition of Raymond Hohe Trust, owner / Michael Raymond Homes LLC, Raymond Shafer, applicant, voted to **APPROVE** the request for a 3.2' side yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the proposed addition will be located above an existing structure with no increase in the existing footprint. The Board found changes in Ordinance side yard setback requirements necessitated the variance request. The Board found to approve the variance request would minimally impact the property. The Board found to approve the variance request would not greatly increase the amount of impervious surface on the property. The Board found to approve the variance request would cause no harm to public interests. The Board found no objections from neighboring property owners. The Board found the owner did receive approval from the Town. The Board found to approve the side yard setback variance request would protect the public's interest in navigable waters. There was a letter of support from a neighboring property owner and an e-mail of support from the Town of La Grange. There was no opposition.

Hearing – Count #9:24:08 – 9:47:52 / Decision – Count #9:08:23 – 9:13:42

The Second Hearing was David M. & Barbara J. Stamm, owners – Section(s) 25 – 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 75' shore yard setback.

VARIANCE REQUEST: The applicants are requesting a 36' shore yard setback from a pond and a 46' shore yard setback from Pleasant Lake. The request is a variance from Section(s) 74-163 / 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 July 13 & 14, 2016, for the petition of David M. & Barbara J. Stamm, owners, voted to **APPROVE** the request for a 36' shore yard setback from a pond and a 46' shore yard setback from Pleasant Lake.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found unique property limitations in that the property is located between two water bodies and floodplain. The Board also found the wetlands located to the South and East of the proposed home site were recently determined to be navigable by the WI Department of Natural Resources. The Board found to combine the two parcels, raze two existing residences and build one new residence will not greatly increase impervious surface. The Board found to approve the variance request will cause no harm to public interests. The Board found other homes in the area with similar shore yard setbacks. The Board found the owner should work with the County to protect the surrounding wetlands during the construction process. A contractor spoke in support. There was a letter of support from the Town of La Grange. There was a letter of concern from the Walworth County Land Conservation Division. A neighboring property owner spoke in opposition.

Hearing – Count #9:48:03 – 9:58:20 / Decision – Count #9:13:43 – 9:16:50

The Third Hearing was James Shoemaker & Mary Nielsen, owners, M & E Tree Service LLC, applicant – Section(s) 35 – 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 shore yard patio.

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

VARIANCE REQUEST: The applicants are requesting a 5.43' 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 shore yard patio.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of July 13 & 14, 2016, for the petition of James Shoemaker & Mary Nielsen, owners / M & E Tree Service LLC, applicant, voted to **DENY** the request for a 5.43' shore yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the owner did not prove exceptional or unique circumstances to the property. The Board found to deny the variance request would cause no unnecessary hardship as the owner does have outdoor living space as well as ingress / egress to the water. The Board found the variance request to be a large increment of relief. The Board found to deny the variance request would protect the public's interest in navigable waters. The Board found the owner can work with the County Land Conservation Division to reduce runoff with approved plantings. The Board found the owner did not receive Town approval. The Board found the owner did not meet the criteria for approval. There was no support. There was a letter of opposition from the Walworth County Land Conservation Division.

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

Hearing – Count #9:58:21 - 10:06:43 Break to address technical difficulties

Hearing – Count #10:07:07 – 10:32:31 / Decision – Count #9:16:51 – 9:23:54

The Fourth (Appeal) Hearing was Gary R. Kreitlow & Joan M. Welsh, owners – Section(s) 28 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the property is grandfathered due to renting prior to the decision date.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

A neighboring property owner spoke in support of the interpretation and decision of the Zoning Administrator.

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

The Fifth (Appeal) Hearing was Andrew Huebner Trust, owner / Andrew Huebner, applicant – Section(s) 32 – Geneva Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence

District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the property is grandfathered due to renting prior to December, 2014.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

BOARD OF ADJUSTMENT FINDINGS: This appeal was **postponed** to the August 2016 Board of Adjustment agenda at the owner's request.

Hearing – Count #10:32:40 – 11:36:38 / Decision – Count #9:16:51 – 9:23:54

The Sixth (Appeal) Hearing was James A. & Teresa G. Shymanskv. owners – Section(s) 10 – East Troy Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the property is grandfathered due to renting prior to December, 2014.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016,

hearing.

Three neighboring property owners spoke in support of the interpretation and decision of the Zoning Administrator. There was an e-mail in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #11:36:37 – 12:02:12 Statement by Attorney Andrea L. Murdock

Hearing – Count #12:02:13 – 12:06:03 Statement by LURM Deputy Director Shannon Haydin

Hearing – Count #12:06:04 – 12:25:50 General public comment

Hearing – Count #12:25:51 – 12:30:00 Rebuttal by Attorney Andrea L. Murdock

Hearing – Count #12:30:01 – 1:12:14 Break for lunch

Hearing – Count #1:12:49 – 1:29:40 / Decision – Count #9:16:51 – 9:23:54

The Seventh (Appeal) Hearing was 2504 Northshore LLC, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 28 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016,

hearing.

There was a letter of comment from a realtor. There was a letter from Association officers in support of the interpretation and decision of the Walworth County Zoning Administrator.

Hearing – Count #1:29:47 – 1:47:37 / Decision – Count #9:16:51 – 9:23:54

The Eighth (Appeal) Hearing was Neal & Debra A. Siegel Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 26 – La Grange Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Walworth County Zoning Administrator. A daughter of the owner of the property, and a neighboring property owner spoke in opposition of the interpretation and decision of the Zoning Administrator and submitted paperwork documenting same.

Hearing – Count #1:47:38 – 1:54:47 / Decision – Count #9:16:51 – 9:23:54

The Ninth (Appeal) Hearing was Geneva Hillside Resort LLC, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 10 – Linn Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Walworth County Zoning Administrator.

Hearing – Count #1:54:48 – 2:07:44 / Decision – Count #9:16:51 – 9:23:54

The Tenth (Appeal) Hearing was Joseph R. & Lynn M. Procter, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 27 / 34 – Whitewater Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

A neighboring property owner spoke in support of the interpretation and decision of the Zoning Administrator. There was a letter from Association officers in support of the interpretation and decision of the Walworth County Zoning Administrator.

Hearing – Count #2:07:45 – 2:15:57 / Decision – Count #9:16:51 – 9:23:54

The Eleventh (Appeal) Hearing was 814 Inlet Shore Drive LLC, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 22 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator. There was a letter of comment from the Town of Delavan. There were two letters from clients in opposition to the interpretation and decision of the Zoning Administrator.

Hearing – Count #2:15:58 – 2:26:05 / Decision – Count #9:16:51 – 9:23:54

The Twelfth (Appeal) Hearing was Randall S. Shelden, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 33 – Geneva Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered), A-2, Agricultural Land District and C-4, Lowland Resource Conservation District based on Section(s) 74-163 / 74-178 / 74-179 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered), A-2, Agricultural Land District and C-4, Lowland Resource Conservation District based on Section(s) 74-163 / 74-178 / 74-179 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered), A-2, Agricultural Land District and C-4, Lowland Resource Conservation District.

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #2:26:06 – 2:37:32 / Decision – Count #9:16:51 – 9:23:54

The Thirteenth (Appeal) Hearing was Linda Hoff-Hagensick Trust, Linda Hoff-Hagensick, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 9 – Linn Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-38 / 74-54 / 74-63(3) / 74-131.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-38 / 74-54 / 74-63(3) / 74-131. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers, and from a neighboring property owner in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #2:37:33 – 2:44:03 / Decision – Count #9:16:51 – 9:23:54

The Fourteenth (Appeal) Hearing was Peter G. & Maureen P. Maloney Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 28 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the

Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #2:44:04 – 2:49:23 · Decision – Count #9:16:51 – 9:23:54

The Fifteenth (Appeal) Hearing was Dale L. Doepke, Patricia A. Doepke Trust, owners ‘ Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 26 – La Grange Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants’ interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016. hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator. There was a letter from a client in opposition to the interpretation and decision of the Zoning Administrator.

Hearing – Count #2:49:24 – 3:01:38 / Decision – Count #9:16:51 – 9:23:54

The Sixteenth (Appeal) Hearing was Rittenhouse Family Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 11 – Walworth Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016. hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator. The daughter of the owner of the property spoke in opposition of the interpretation and decision of the Zoning Administrator.

Hearing – Count #3:01:54 – 3:07:56 / Decision – Count #9:16:51 – 9:23:54

The Seventeenth (Appeal) Hearing was Brent W. & Pamela M. Meder, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 10 – Linn Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-38 / 74-54 / 74-63(3) / 74-131.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-38 / 74-54 / 74-63(3) / 74-131. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried, 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #3:07:57 – 3:14:24 Break

Hearing – Count #3:14:25 – 3:19:53 / Decision – Count #9:16:51 – 9:23:54

The Eighteenth (Appeal) Hearing was Amy L. Holfeld, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 32 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting

to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #3:20:02 – 3:29:01 / Decision – Count #9:16:51 – 9:23:54

The Nineteenth (Appeal) Hearing was Kevin G. & Maureen T. Gleason, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 26 – La Grange Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #3:29:02 – 3:43:59 / Decision – Count #9:16:51 – 9:23:54

The Twentieth (Appeal) Hearing was Timothy & Patricia J. Fiedler, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 8 – Linn Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the

August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator. An attorney spoke on behalf of the Lake Geneva Highlands Cooperative in support of the interpretation and decision of the Zoning Administrator, and submitted paperwork regarding same. A neighboring property owner spoke in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #3:44:07 – 3:52:35 / Decision – Count #9:16:51 – 9:23:54

The Twenty-first (Appeal) Hearing was Warren Riker Stearns Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 9 – East Troy Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #3:52:46 – 3:59:33 / Decision – Count #9:16:51 – 9:23:54

The Twenty-second (Appeal) Hearing was Kathleen Lewis Trust, owner / Andrea L. Murdock,

Halloin & Murdock, S.C., applicant – Section(s) 32 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #3:59:34 – 4:07:01 / Decision – Count #9:16:51 – 9:23:54

The Twenty-third (Appeal) Hearing was Dennis R. & Jane Royalty, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 32 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3)

/ 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #4:07:02 – 4:14:14 / Decision – Count #9:16:51 – 9:23:54

The Twenty-fourth (Appeal) Hearing was Joseph & Dolores Trattner, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 32 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6

thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator. A son of the property owner spoke in opposition to the interpretation and decision of the Zoning Administrator.

Hearing – Count #4:14:15 – 4:23:28 / Decision – Count #9:16:51 – 9:23:54

The Twenty-fifth (Appeal) Hearing was Patrick J. & Joy M. Kline, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 4 – East Troy Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #4:23:35 – 4:35:29 / Decision – Count #9:16:51 – 9:23:54

The Twenty-sixth (Appeal) Hearing was Levin Family Trust, owner / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 29 – Delavan Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-2A, Single-Family Residence District (sewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Hearing – Count #4:35:30 – 4:43:48 / Decision – Count #9:16:51 – 9:23:54

The Twenty-seventh (Appeal) Hearing was Douglas J. & Susan C. H. Hood, owners / Andrea L. Murdock, Halloin & Murdock, S.C., applicant – Section(s) 26 – La Grange Township

Applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263.

APPLICANT(S) APPEAL: The applicants are appealing the interpretation and decision of the Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1.

Single-Family Residence District (unsewered) based on Section(s) 74-163 / 74-181 / 74-190(3) / 74-263. The applicants' interpretation is that the short term rental of this property is a legal non-conforming use due to a history of renting prior to December, 2014 and therefore may continue to rent for any period of time whether one day, one week, one month or longer.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting on July 13 & 14, 2016, did not vote on the appeal for the interpretation and decision of the Walworth County Zoning Administrator that renting to the transient public for stays of less than 30 days constitutes a violation of the Walworth County Code of Ordinances – Shoreland Zoning on lands zoned R-1, Single-Family Residence District (unsewered).

A motion was made by Elizabeth Sukala to table the decision on appeal #4, and appeal #6 thru appeal #27, to the August 11, 2016, Board of Adjustment meeting and to request counsel for guidance in the process of reaching a decision. Seconded by Ann Seaver. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board voted to **TABLE** the decision to the August 11, 2016, Board of Adjustment meeting. The Board found more time is needed to reach a decision due to the volume of paperwork that was submitted for review at the July 13, 2016, hearing.

There was a letter from Association officers in support of the interpretation and decision of the Zoning Administrator.

Other

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

Staff Reports

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

Proposed discussion for next agenda

The following items were requested to be put on the August 2016 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 HEARING

Wednesday, July 13, 2016

PLEASE SIGN IN

NAME (Please Print)	ADDRESS (Please Print)	TOWNSHIP & PHONE NUMBER (Please Print)
CHARLES BRIS	2508 ROCKFORD COLONY	DELAWARE - 847.909.9671
Andy SCHMIDT	N2591 SUNSET BLVD	GENEVA 262-325-0357
Franklin Jones	3/2 SUMMER ST	DELAWARE 262-728-2309
Jennifer Ratajczyk	N7932 Westshore Dr.	LaGrange 262-495-4435
RONALD TAYLOR	N7736 West Shore Dr	LaGrange 515 971-6331
Tim Brullentin	W5450 Kenosha Dr.	Sugar Creek 742-2112
GARY COX	W 4137 LAKEVIEW RD	LINN 847-707-2760
JENNIE COX	W4137 LAKEVIEW RD	LINN 847-707-2220
Donna GULLAN	N1848 GREENLAND DR	LINN 630-346-6478
DAVID J. SMITH	N1821 OAKLAND Rd	LINN 440-463-3219
Wm Lynch	N1806 Greenland Rd	LINN 630 267-0407
PATRICK KLINE	N9463 E SHORE RD 1745 HAWK VIEW CT	EAST TOWN 262-378-4500 414 213 5042
DAN LEMANICKI	2511 ROCKFORD COL	DELAWARE 262-728-6011
Nancy Russell	1720 Fairview Dr.	City of Geneva 248-4810
Ellen Beusnell	N8119 Pleasant Lake Rd ^{E.T}	LAGRANGE 262-442-3355
Jim Guyer	W 8059 Bay View	White Water 262-472-0305
Evie Guyer	W8059 Bay View	Whitewater 262-472-0315
Pat Ross	N 7703 Allen St	Whitewater 262-473-8821
Barb Kramer	N7501 Kettle Moraine	" 262-473-0011
Lisa McCormack	W 8062 Bayview Dr.	White water 262-473-306
C. SCHOFIELD	W3676 ST. RD. 50	L.A. Geneva 262-248-2307
RICHARD HOWARTH	W 5366 LAUDERDALE	ELKHORN WI (262) 942-2816
Cary Rothbart	2751 Karen Ln Glenview IL 60135	Delaware WI 53115
JOE ACETO	2504 N. Shore Dr.	Delaware WI 53115
Brian Diels	310 Maple	Palmyra, WI 53156
Allen Kelpner	310 Maple	Palmyra, WI 53156

BOARD OF ADJUSTMENT HEARING

Wednesday, July 13, 2016

PLEASE SIGN IN

NAME (Please Print)	ADDRESS (Please Print)	TOWNSHIP & PHONE NUMBER (Please Print)
Teresa G. Szymansky	W913 MIRAMAR DR	WALWORTH EAST TROY 319-936-2799
JAMES A. Szymansky	W913 MIRAMAR DR	EAST TROY WALWORTH 319-331-5755
JOE PROCTER	N7707 ALDEN ST	WHITEWATER 262-473-2238
Patrick DeMa	354 W MAIN A	ELKHORN 262-741-1535
Wendy Lambriksen	112 W. Main St.	Mt. Morris, IL 815/973-3024
Bary Rittenhouse	109 W. Main St	Mt. Morris IL 815-985-4925
Donna Rittenhouse	109 W Main St.	Mt. Morris, IL 815-978-3820
Bob Foscatto	W937 MERAMAR DR	EAST TROY East Troy 262-363-5933
LAENE DEMBENEK	W8051 DAYVIEW DR	White Water
Christine Cully	W971 Miramar Dr	East Troy WI 53110
Randy Sheldon	232 Lundtall Ave.	Geneva 815 935-5414
Miguel O'Brien	Geneva Hillside Court	
Pori Kostrewski	W864 White Oak East Troy	East Troy 262-363-8591
Mike Yunker	W4928 Hancock Ln	East Troy 262-214-9865
Suzanne Laecht	28415 HILWELL	McHenry 847-526-1317
CHRISTINA		
Mike Rishoff	8131 Blue Gill	Delavan
Kathy Lewis	4132 Blue Gill	Delavan
Mike Trath	4127 Bennett	De/Avan
Dennis & Anne Fogarty	4402 Orekan Dr	Delavan
GARY KERRON	2505 Rockwood colony	DELAVAN
LUTHER SWEDBERG	4301 GILL CT	DEAVAN
LINDA SWEDBERG	4301 GILL CT	DELVAN
RAY Hobe	N7810 Westshore Dr	ELKHORN
DON EPPLEY	W3291 PARK DR	L. Geneva
Linda Hoff - Hagan	W3937 OLD FARM	L. Genee

DRAFT

**Walworth County Aging & Disability Resource Center Governing Board
July 11, 2016 Meeting Minutes
Walworth County Health and Human Services Center
W4051 County Road NN, Elkhorn, WI 53121**

The meeting was called to order at 9:05 a.m. by Chair David Jordan

Roll call was conducted. Members present included Chair David Jordan, Vice Chair Penny Scheuerman, and Governing Board Members Michael McKay and Mary Polachowski. Citizen Board Members Judith Atkinson and Janet Kelly were excused. A quorum was declared.

Others in attendance:

County staff: Lori Muzatko, Health and Human Services (HHS) Division Manager; Jennifer Selz, ADRC Director; Amy Lambert, Prevention Specialist; Becky Bechtel, Administrative Clerk

On motion by Vice Chair Scheuerman, second by Board Member Polachowski, the agenda was approved by voice vote.

Chair Jordan raised the option of electronic vs. paper copies of the agendas and packets. Board preference was to receive paper copies of the packets.

Approval of minutes

Vice Chair Scheuerman requested the June 6 meeting minutes be amended to include the second by Board Member Kelly for Chair of the Committee. Vice Chair Scheuerman made a motion, seconded by Board Member McKay, to approve the June 6, 2016 meeting minutes as amended. The motion carried 4-0.

Public Comment – There was none.

Unfinished Business

- Board Bylaws – electronic or paper copy board packet
This item was covered above herein.

New Business

- Prevention Activities and meet Amy Lambert, Prevention Specialist
HHS Division Manager Lori Muzatko introduced Amy Lambert, who took the part-time Prevention Specialist position in April. Ms. Lambert is a social worker, and has been working in the field for a number of years. She formerly worked at HHS in Community Support, providing in-home mental health care services. She took a break when her daughter was born and subsequently worked as an oncology social worker at Mercy Health Systems. Lambert will be coordinating two programs this fall: Stepping On, and Healthy Living with Diabetes. She also performs assessments for the Meals on Wheels program. This summer, she is distributing information and vouchers for the Senior Farmers Market program. Discussion ensued about the Farmers Market and the importance of following up to ensure participants are using their vouchers. Vice Chair Scheuerman suggested making separate transportation available for trips to area markets. Lambert gave an overview of the two evidence based programs. She is trained to lead the Stepping On class, which runs for 10 weeks between, September 12 and October 24. The program includes professional advice from a physical therapist, pharmacist, vision expert and community safety specialist. Last year, 14 deaths in Walworth County occurred as a result of accidental falls. The Healthy Living With Diabetes program will be led by Dan Clausen, a nutritionist specialist in the WIC program, in collaboration with Public Health. This program is six two and a half hour sessions, and focuses on individual diabetes management.

- Depression/AODA Screening (Selz)

ADRC Director Jennifer Selz said currently the State requires that the ADRC provide Information and Referral (I&R) services only for consumers who solely have mental health and/or alcohol and other drug abuse (AODA) concerns. Beginning in 2016, for older adults and adults with a physical or intellectual disability and a co-morbidity of mental health or AODA, the ADRC is required to offer a depression or AODA screening. The State has provided the screening tools to be used by the ADRC, which were included with the packet. Asking individuals to take the screenings is done respectfully and confidentially. If the individual consents to a screening, staff asks the questions, scores them, provides the answers to the participant and offers resources for assistance. The depression/AODA screening is entirely voluntary. Selz said she and her unit were trained via a Power Point presentation and participation in a conference call with State personnel. The training is consistent statewide.

- Presentation to Health and Human Services Board (Muzatko)

Muzatko said she made a presentation to the Health and Human Services (HHS) Board on the Division of Aging/Long Term Care and Resource Supports at their June 22 Board meeting. Muzatko gave a summary of the presentation, which included an overview of services provided by the Division of Aging/Long Term Care and Resource Supports (ADRC/Aging, Child Support and Economic Support). Muzatko focused on the "Silver Tsunami" segment, which was originally developed 10-15 years ago to research the impact on the workforce when the Baby Boomer generation retires. HHS has been looking at how the rising percentage of the senior population will affect the services they provide and how it will impact staffing and funding for senior programming. By 2035, 24-27% of the population is projected to be age 65 or older. Muzatko, Selz and staff have formed a five-year strategic plan workgroup to address some of the issues anticipated in the future with the growth of the senior population and conditions and problems associated with aging, such as dementia. Information on Prevention and statistics on Adult Protective Services were also included.

Issues affecting ADRC currently include changes to Family Care and IRIS. Over the last couple of years, the State has been planning to redesign Family Care/IRIS as Family Care/IRIS 2.0, and legislative hearings and stakeholder meetings were held on the proposed changes. Within the last month, the State withdrew their concept paper and at this point, there is no information on what will happen with the program in the future. Kitty Rhoades, Secretary of the Department of Health Services, recently passed away, and Muzatko said new proposals may occur when a new Secretary is appointed.

In 2016, some operational requirements were added by the State. The requirement that all exterior ADRC signage contain the uniform state logo has been met; a sign with the logo has been installed on the building at the entrance to ADRC. Interior signage is being addressed. The requirement for a telephone system to track dropped calls, hold time, etc., is on hold. HHS has a receptionist who answers all calls, and Selz said the phone system isn't applicable and wouldn't enhance county operations. Another issue is having separate, distinct reception areas and entrances for ADRC consumers. The county's ADRC entry and reception area is currently shared with Public Health and WIC. Muzatko said there are currently plans to build a new HHS facility within the next 5 years, and state mandates will be taken into consideration during the planning process.

Reports

- Family Care/IRIS 2.0 Withdrawal - The press release on the withdrawal was included with the packet.
- Greater Wisconsin Agency on Aging Resources (GWAAR) Board of Directors Meeting Minutes - 04/08/2016 – Informational.

- Transportation Coordinating Committee (TCC) Meeting Minutes – 05/02/2016
Muzatko reported that the Transportation Coordinating Committee is moving forward to have a Shared-Ride Taxi Program. The Request for Proposals is being developed, and responses will be due early this fall. This program will open up public transportation for all age groups and expand destinations.
- GWAAR Advocacy Brief – 06/15/2016 – Informational.
- Chair Jordan mentioned Farm Technology Days scheduled for next week, a huge event which draws people from all over the country. Selz reported ADRC staff will be there for two shifts each day to distribute information about programs and resources.

Confirmation of next meeting date and time: September 12, 2016 at 9:00 a.m.

Adjournment

On motion by Vice Chair Scheuerman, second by Board Member McKay, Chair Jordan adjourned the meeting at 9:56 a.m.

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

Walworth County Board of Supervisors

DRAFT

**July 11, 2016 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 1:32 p.m.

Roll call was conducted. Members present included Chair Nancy Russell; Vice Chair Andrew Kerwin; Health and Human Services (HHS) Board Chair Ken Monroe; HHS Manager Lori Muzatko; and Citizen Members James Davis, Catherine Holman Duesterbeck, Jerry Grant, Jeni Hallatt, Susan Leffelman (arrived at 1:35 p.m.) and Cynthia Simonsen. A quorum was declared.

Others in Attendance

County Staff: County Administrator David Bretl; Transportation Consultant David Lowe; Deputy County Administrator-Finance Nicki Andersen

Members of the public: Eric Russow, 1527 Meadow Lane, Elkhorn, Wisconsin

Chair Russell introduced Citizen Member Cathy Duesterbeck. Ms. Duesterbeck said she is involved with Walworth County AARP and she has a daughter with special needs, so she has personal experience and a vested interest in public transportation for seniors and the disabled.

Citizen Member Grant made a motion, seconded by Supervisor Monroe, to approve the agenda as presented. The motion carried 9-0.

Chair Russell noted the draft June 6 meeting minutes were adjusted to remove Nicki Andersen from being in attendance on June 6 and asked for approval of the meeting minutes as amended. **Citizen Members Grant and Hallatt moved to approve the June 6, 2016 meeting minutes as amended. The motion carried 9-0.**

Public Comment – There was none

Old Business – There was none

New Business

- Discussion of listening sessions and potential actions that can be taken as a result of public input

County Administrator Bretl said he appreciated Committee members taking the time to attend the listening sessions. A lot of good input was received from the groups, and the sessions raised public awareness of the transportation opportunities in the County. Bretl commented he was surprised at the number of people who didn't know about senior/disabled transportation. He asked the Committee for input as to changes that might be implemented or additional services to be added, etc., as a result of the hearings. Transportation Consultant David Lowe said based upon comments received at the listening sessions, there is clearly a lack of information available on how to access the program and what services are available. He recommended the committee strategize to find effective ways to share information. The major complaint from those who were aware of the program was that it was too expensive. Fees for the shared-ride program are currently \$4.00 per trip, and \$3.50 for seniors and disabled individuals. Chair Russell said if the County offered an introductory discount, it might attract more riders. She added expanded week day hours and adding weekend rides would boost ridership. She suggested the County print brochures with updated information, and emphasize that although 48 hours' prior notice is required to schedule a ride with VIP, they will accommodate requests if at all possible. Supervisor Monroe recommended that a cost per hour calculation for VIP vs. personal transportation be developed and distributed. Vice Chair Kerwin said the listening sessions achieved the goal of making people aware of services, and he hopes the information will spread by word of mouth. He said another potential way to advertise services would be to put the county logo on the

vehicles providing transportation. There were many comments on affordability; the Committee should investigate what the revenue is doing for the county's program. Citizen Member Grant noted that many individuals at the Whitewater session expressed concern over the out-of-county travel expense. Chair Russell added that eventually it would make sense to have vendors stationed in different segments of the county to reduce transportation time and expense. Health and Human Services Division Manager Lori Muzatko said the education and dissemination of information regarding the transportation program will be part of the Mobility Coordinator's position. Bretl said the groups they met with responded that they would prefer to receive information via the newspapers. Citizen Member Grant said consideration should be given to reinstating volunteer drivers as options increase. Citizen Member Davis said low income individuals should be made aware of the transportation opportunities available to them. Lowe said it is important that the Mobility Coordinator follow-up and provide updates to the groups the Committee met with.

- Recommendation regarding reappointment of James Davis, Cynthia Simonsen and Jeni Hallatt for a three-year term

Bretl said the Citizen Member terms are for three years. He recommended approval of the reappointments, unless the candidates decide not to seek another term. All of them responded that they would like to continue to serve on the Committee. **Citizen Member Grant made a motion, seconded by Supervisor Monroe, to recommend reappointment of James Davis, Cynthia Simonsen and Jeni Hallatt to the Transportation Coordinating Committee. The motion carried unanimously.**

Discussion regarding any transportation service concerns

Vice Chair Kerwin asked if a follow-up article should be written on the listening sessions, the shared-ride program and potential future expansion of current services. Bretl said he can write another column on county transportation, but suggested waiting until the Mobility Coordinator position is filled so he could provide a name and contact number for further information. Chair Russell suggested providing transportation brochures to volunteers who deliver Meals on Wheels for distribution to homebound individuals. Citizen Member Leffelman said many low income patients at Aurora have asked about affordable transportation. She will take brochures with her for distribution.

Update regarding Mobility Coordinator position

Bretl said the Human Resources Committee recommended the Mobility Coordinator position, and it will go to the full County Board on July 12 for approval. If the Board approves the position, a recommendation should be ready for the August 29 Committee meeting. Bretl said he, Chair Russell and Consultant Lowe will sit on the interview panel, and asked for a volunteer from the Committee. Supervisor Monroe volunteered, provided he doesn't have a scheduling conflict. [Recorder's note: Subsequent to the meeting, Vice Chair Kerwin offered to sit on the interview panel if Supervisor Monroe was unavailable.]

Transportation financial summary – There were no questions or concerns regarding the summary.

Announcements – There were none.

Set/confirm next meeting date and time: August 29 at 1:30 p.m.

Update regarding Shared-Ride Taxi Services request for proposals (RFP)

Citizen Member Simonsen excused herself at 2:05 p.m. Bretl said he appreciated Lowe's drafting the RFP for the shared-ride taxi service, which included committee input. The Department of Transportation (DOT) also has to approve the RFP, and vendors will have to comply with State, federal and county regulations. After review/approval by the DOT, the document will be sent out for proposals. Lowe estimated the process

will take approximately 30-45 days, and the recommendation will be presented to the Committee for approval.

Adjournment

On motion by Supervisor Monroe and second by Citizen Member Grant, Chair Russell adjourned the meeting at 2:10 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
Children with Disabilities Education Board Meeting Minutes
Wednesday, June 22, 2016
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 5:20 p.m. by Chair David Weber

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

Others in Attendance:

County Board members: County Board Chair Russell

County staff: County Administrator David Bretl and Director of Special Education Tracy Moate

On motion by Secretary Monroe, seconded by Supervisor Staples, the agenda was approved 5-0.

On motion by Secretary Monroe, seconded by Supervisor Ingersoll, the May 18, 2016 CDEB minutes were approved 5-0.

Public Comment – There was none.

New Business

- Space availability determination for the 2016-2017 school year

Director of Special Education Tracy Moate distributed an update to the space availability study that was reviewed at a previous meeting. Total space availability is determined based upon current enrollment, estimated annual district transfers, transfers to date, and empty reserved seats for districts. Departments and grade levels are considered separately. Moate said the Fort Atkinson School District has submitted a tuition request, and space availability has to be determined before considering the request. Moate reviewed the spreadsheet with the Board.

- Tuition request from Fort Atkinson School District

Moate wants to have a staff team meeting to review the potential transfer student's Individual Education Plan (IEP) to determine whether the student has substantial health needs, behavior concerns and/or extenuating circumstances. She wants to make certain that the School can provide the services that the student's IEP indicates. She also wants to confer with Fort Atkinson's staff and the family regarding their expectations and their interpretations as to how the services will be administered. **Supervisor Ingersoll made a motion, seconded by Supervisor Staples, to postpone discussion/action on this item until the July Board meeting. The motion carried 5-0.**

- Amending Sections 15-513 and 15-514 of the Walworth County Code of Ordinances Relating to Vacation and Sick Leave Schedules for Certain CDEB Employees

The Human Resources Committee recommended approval of the ordinance amendment at their meeting earlier in the day. **Supervisor Ingersoll made a motion, seconded by Secretary Monroe, to recommend approval of the ordinance amendment relating to vacation and sick leave schedules for certain CDEB employees. The motion carried 5-0.**

- Lunch prices for the 2016-2017 School Year

Moate said the Consumer Price Index increase request is 2.7% for lunches. The increase is consistent with Department of Public Instruction recommendations. **Secretary Monroe made a motion, seconded by Supervisor Ingersoll, to approve the lunch prices for the 2016-2017 school year. The motion carried 5-0.**

Reports and Correspondence

- CDEB Chair – Chair Weber attended the graduation ceremony and noted that the turnout was good and staff did a great job making it a memorable event.

- CDEB Director

- CESA Contract – 2016/17 School Year

The School is now providing its own visual and hearing impaired teachers. In the past, the contract with CESA for those services reached as high as \$341,000 annually. In addition, the School is no longer supporting the programs in the district beginning in the fall. The bill from CESA this year (for audiology services) will be approximately \$1,560. **Supervisor Ingersoll made a motion, seconded by Secretary Monroe, to accept the report and place it on file. The motion carried 5-0.**

- Summary of incident reports – 2015-2016 School Year

Pursuant to 2011 Wisconsin Act 125, School District Administrators are required to submit an annual report containing the number of incidents of seclusion and restraint and the number of students involved in seclusion and restraint during the previous school year. Moate reviewed the report with the Board. **Secretary Monroe made a motion, seconded by Supervisor Staples, to accept the oral report. The motion carried 5-0.**

Confirmation of next meeting – The next meeting was confirmed for **Wednesday, July 27, 2016** at 5:00 p.m.

Adjournment

On motion by Secretary Monroe, seconded by Supervisor Staples, Chair Weber adjourned the meeting at 5:41 p.m.

DRAFT

**Walworth County Board of Supervisors
Lakeland Health Care Center Board of Trustees Meeting Minutes
Wednesday, June 22, 2016
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 1:00 p.m. by Chair Ken Monroe

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

Others in Attendance

County Board Supervisors: County Board Chair Nancy Russell

County staff: County Administrator David Bretl; Lakeland Health Care Center Administrator (LHCC) Bernadette Janiszewski; LHCC Staff and Support Services Manager Seth Rehbaum; Human Resources Director Dale Wilson; Senior Maintenance Technician (LHCC) Josh Enderle

Members of the public: Mary Price

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

On motion by Supervisors Ingersoll and Schaefer, the minutes of the May 18, 2016 minutes were approved by voice vote.

Public Comment – Mary Price, 209 Second Avenue, Elkhorn, thanked County Administrator Bretl for his response to her concerning the Five Star rating status. She had questions regarding personal time off balances at year end, reducing vacation and sick time and the “over 8, over 40” overtime policy as it applies to employees mandated to work extra hours. Chair Monroe recommended that she contact County Board Chair Russell with her questions.

Old Business

- Discussion and possible action regarding options for repair to dry sprinkler system
Lakeland Health Care Center (LHCC)

Lakeland Health Care Center Administrator Bernadette Janiszewski distributed final quotes from Design Build for repairs to the dry sprinkler system. LHCC Senior Maintenance Technician Josh Enderle said the option to flush the system would entail drywall cutting and patching because of access issues. The chemical treatment would be a two-step process, whereby chemicals would be used to clean out bacteria within the system, and a couple of weeks later the pipes would be coated with a material to help reduce oxidation. There is also a quote for a nitrogen generator, which would replenish and produce nitrogen in the pipes to mitigate corrosion. Because of potential weather issues, the project needs to be completed before October. Janiszewski said there are budgeted funds to complete Proposal #1, and existing building funds would be used if the Board elects to approve the nitrogen generator. **Supervisor Staples made a motion, seconded by Vice Chair Brellenthin, to approve Design Build Proposal #1 in the amount of \$27,550, and to approve the proposal for the nitrogen generator, in the amount of \$40,370. Existing building funds will be used for the project. The motion carried 5-0.**

- Employee Engagement Survey, including 12 Hour Pilot Program and Weekend Warriors – Update
Janiszewski included in the packet a list of activities conducted within the last month for employees and a status report on recruitment for positions. A “Rumor Mill” board has been installed for employees to post

concerns/questions and management provides answers. The Kronos Scheduler Software implementation is complete, and the 12-hour pilot program is scheduled to commence July 1.

- Senior Management Positions – Update

The new Director of Nursing started work June 13, and an Assistant Nurse Manager was promoted to Nurse Manager, leaving a second shift Assistant Nurse Manager position open. The Weekend Warrior and Certified Nursing Assistant (CNA) Coach positions have been posted. Five CNAs are starting June 27 and five more will start in July. The CNA Coach will work a 2:00 – 10:00 p.m. shift and will attend management meetings and be present during shift transitions.

New Business

- Update on Chiller Project

Janiszewski reported the second chiller is installed and some finish work has to be completed, such as wrapping pipes and installing a fence around the chiller.

- Update on Memory Care Connector Project

The Public Works Committee approved the bid award to Magill Construction in the amount of \$257,000, which includes architectural oversight of the project. **Vice Chair Brellenthin made a motion, seconded by Supervisor Staples, to approve the project. The motion carried 5-0.**

- G. Charter Harrison Scholarship Application

Jodi Witting has been a CNA at LHCC since January 2013, and is pursuing her RN degree at Gateway Technical College. Staff recommends award of the scholarship to Ms. Witting. **Supervisor Ingersoll made a motion, seconded by Supervisor Staples, to award \$500 of the G. Charter Harrison Scholarship to Jodi Witting, with another \$500 to be awarded to her later this year. The motion carried 5-0.**

- Overtime Analysis

Janiszewski said because the acuity level in nursing homes has increased, facilities no longer staff at minimum levels, which has caused a significant increase in overtime; she does not recommend returning to minimum staffing to reduce overtime expenses. In the packet is Janiszewski's analysis with potential options to reduce overtime, including an "over 40 productive hours" vs. "over 8/80" policy, which would also allow employees to take alternative days off. During the month of May, \$9,524 in overtime expense was attributed to those working over eight hours in a day. Another possibility is a "Paid Time Off" (PTO) system. For example, employees at the top of the pay range get 25 vacation days and 12 sick days per year. If employees were allowed to use 20 days of PTO per year, and be paid out the other 17 days, \$2,243 would be saved per employee if the replacement worker was paid straight time, and \$3,362 if the replacement worker was paid overtime. One-third of LHCC's employees are at maximum leave status. County Administrator Bretl cautioned if changes in PTO were to be considered for one department, it could be complicated and traumatic to effect the transition. Another issue that has contributed to the overtime increase is employees on FMLA who are restricted in the number of hours per day they can work and types of work they can perform. Chair Monroe suggested deferring any decisions until the 12-hour shifts and Weekend Warrior programs are implemented to see what impact on overtime they have. Staff and Support Services Manager Seth Rehbaum said a new attendance policy went into effect in February, which should reduce the number of staff call-ins during the next six months.

- Healthy Smiles Campaign

LHCC participated in the Wisconsin Oral Health Program's *Healthy Smiles Survey* of older adults. The data will be used to support statewide efforts to meet the oral health needs of seniors in Wisconsin.

Administrator's Report

Janiszewski reviewed her May Administrator's report with the Board.

Announcements

Saturday, July 30th is the 10 year anniversary celebration at LHCC. There will be food, games, music, a raffle and silent auction. Proceeds will be deposited into the Resident Benefit Fund for expansion of the "Go to the Gym" restorative/therapy program.

Confirmation of next meeting: The next regular meeting was confirmed for **July 27, 2016 at 1:00 p.m.**

Adjournment

On motion by Vice Chair Brellenthin, seconded by Supervisor Staples, Chair Monroe adjourned the meeting at 1:53 p.m.

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

Walworth County Board of Adjustment

MINUTES

June 8, 2016 - Hearing – 9:00 AM

June 9, 2016 – Meeting – 9:00 AM

County Board Room

Government Center – Elkhorn, Wisconsin

A hearing and decision meeting of the Walworth County Board of Adjustment was held on June 8 & 9, 2016, in the County Board Room of the Government Center in Elkhorn, Wisconsin. Those present on June 8, 2016, 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 June 9, 2016, were Chair John Roth, Vice-Chair Elizabeth Sukala, Secretary Ann Seaver, 1st Alternate Franklin B. Jones and 2nd Alternate Joseph J. Pappa. Michael Cotter, Director of Land Use & Resource Management and Lee Huempfer and Peter Navis of Walworth County Corporation Counsel sat in for the Board of Adjustment training. Deb Grube, Senior Zoning Officer and Wendy Boettcher, recording secretary were in attendance. “Sign-in” sheets listing attendees on June 8, 2016, and June 9, 2016, are kept on file as a matter of record.

The June 8, 2016, hearing was called to order by Chair John Roth at 9:00 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 postpone hearing #5. Basso Builders Inc. / Geneva Township. Seconded by Ann Seaver. Motion carried. 3-favor, 0-oppose. Ann Seaver motioned to approve the May 11 & 12, 2016, Minutes and dispense with the reading. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After testimony of all cases, Ann Seaver motioned to recess until 9:00 A.M. on Thursday, June 9, 2016. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. The June 8, 2016, hearing went into recess at approximately 11:18 A.M.**

On June 9, 2016, at 9:00 A.M., Chair John Roth called the decision meeting to order. Wendy Boettcher conducted roll call and verified that there was a quorum. Those present were same as listed above. **Ann Seaver motioned to approve the agenda as amended to postpone the Oath of Office and to postpone hearing #5. Basso Builders Inc. / Geneva Township. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. After the decisions were completed, Ann Seaver motioned to adjourn until the July 13, 2016, hearing at 9:00 A.M. Seconded by Elizabeth Sukala. Motion carried. 3-favor, 0-oppose. The June 9, 2016, decision meeting adjourned at approximately 11:11 A.M.**

Six variance hearings were scheduled and details of the June 8, 2016, hearings and the June 9, 2016, 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 #9:02:53 – 9:33:31 / Decision – Count #9:01:28 – 9:06:55

The First Hearing was Bembenek Trust, owner / Eugene & Irene Bembenek, applicants – Section(s) 26 – Whitewater Township

Applicants are requesting a variance from Section(s) 74-181 / 74-190 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of a building used as a lodge.

REQUIRED BY ORDINANCE: The Ordinance requires a 25' setback from property lines.

VARIANCE REQUEST: The applicants are requesting a 21.2' side yard setback. The request is a variance from Section(s) 74-181 / 74-190 of Walworth County's Code of Ordinances – Shoreland Zoning to permit the location of a building used as a lodge.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 8 & 9, 2016, for the petition of Bembenek Trust, owners / Eugene & Irene Bembenek, applicants, voted to **APPROVE** the request for a 21.2' side yard setback **SUBJECT TO** rezone and conditional use approval by the County Zoning Agency and **with the condition** that that portion of the structure that is subject to the variance always remain a garage.

A motion was made by Ann Seaver to approve the variance request subject to rezone and conditional use approval and with the condition this building always remain a garage. Seconded by Elizabeth Sukala. Motion carried. 3-favor 0-oppose

BOARD OF ADJUSTMENT FINDINGS: The Board found the structure has existed for some time. The Board found the variance request to be a small increment of relief. The Board found to approve the request would cause no harm to public interests as the property abuts vacant land, a state forest, and the owner lives on an adjoining property. The Board found the variance request did meet the criteria necessary for approval. The Board found to deny the variance request and require a portion of the structure to be moved or removed would cause unnecessary hardship. The Board found to approve the request would not harm the public's interest in navigable waters. The Board found the owner received rezone, conditional use and variance approval from the Town. There was one e-mail of support from the Town of Whitewater and a petition of support from neighboring property owners. There was no opposition.

Hearing – Count #9:33:32 – 9:42:35 / Decision – Count #9:06:56 – 9:08:59

The Second Hearing was John M. & Katherine J. Holland, owners / Engerman Contracting, applicant – Section(s) 10 – Linn Township

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

REQUIRED BY ORDINANCE: The Ordinance requires a 15' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 14.7' side yard setback. The request is a variance from Section(s) 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct additions to a single-family residence.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 8 & 9, 2016, for the petition of John M. & Katherine J. Holland, owners / Engerman Contracting, applicant, voted to **APPROVE** the request for a 14.7' side yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the residence was constructed by a previous owner in 1996. The Board found the variance request to be a small increment of relief. The Board found to deny the variance request would cause unnecessary hardship. The Board found to approve the variance request would cause no harm to public interests. The Board found to approve the variance request would not harm the public's interests in navigable waters. There was one letter of support from the Town of Linn. There was no opposition.

Hearing – Count #9:42:36 – 10:00:38 / Decision – Count #9:09:00 – 9:13:51

The Third Hearing was Walter P. & Maria S. Dzien, owners – Section(s) 25 – La Grange Township

Applicants are requesting a variance from Section(s) 74-163 / 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an accessory structure (shed).

REQUIRED BY ORDINANCE: The Ordinance requires a 75' shore yard setback and a 10.64' side yard setback.

VARIANCE REQUEST: The applicants are requesting a 43' shore yard setback and a 1' side yard setback. The request is a variance from Section(s) 74-163 / 74-167 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to construct an accessory structure (shed).

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 8 & 9, 2016, for the petition of Walter P. & Maria S. Dzien, owners, voted to **DENY** the request for a 43' shore yard setback and a 10.64' side yard setback.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found the owner did not prove exceptional or unique circumstances to the property rather than considerations personal to the property owner. The Board found the request to be a large increment of relief. The Board found approval would place the proposed structure too close to the lot line to allow for maintenance of the proposed structure. The Board found to deny the variance request would not prevent the owner from using the property for an intended purpose. The Board found to deny the variance request would not cause unnecessary hardship. The Board found the owner has structures existing for storage purposes. The Board found to approve the variance request would create more impervious surface in the shore yard. The Board found to grant the request would not

protect the public's interest in navigable waters. There was one letter of support from a neighboring property owner and a letter of comment from a former property owner. There was no opposition.

Hearing – Count #10:00:39 – 11:01:17 / Decision – Count #9:13:52 – 9:21:45

The Fourth Hearing was Walworth Property Inc., owner / Alpine Valley Music Theatre – Live Nation Entertainment, applicants – Section(s) 1 – Lafayette Township

Applicants are requesting a variance from Section(s) 74-55 of Walworth County's Code of Ordinances – Zoning for special event camping.

REQUIRED BY ORDINANCE: The Ordinance requires a 100' exterior boundary setback.

VARIANCE REQUEST: The applicants are requesting a 50' exterior boundary setback for special event camping and a 3' side yard setback for temporary facilities such as restrooms, garbage / recycling, lighting and potable water. The request is a variance from Section(s) 74-55 of Walworth County's Code of Ordinances – Zoning for special event camping.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 8 & 9, 2016, for the petition of Walworth Property Inc., owner / Alpine Valley Music Theatre – Live Nation Entertainment, applicants, voted to **APPROVE** the request for a 50' exterior boundary setback for special event camping and a 3' side yard setback for temporary facilities such as restrooms, garbage / recycling, lighting and potable water, subject to rezone and conditional use (Plan A) approval.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found a unique property limitation in the parcel being located in a remote area of the business operation. The Board found to approve the request would not cause harm to public interests. The Board found placement of the temporary facilities on the sides rather than the center of the property would benefit public interests. The Board found security will be provided on-site to regulate traffic of special event campers. The Board found the County Zoning Agency does place conditions of approval on the special event camping. The Board found an annual review is conducted by a County agency of the Alpine Valley business operation. There was one letter of support from the Town of Lafayette. There was no opposition.

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

The Fifth Hearing was Basso Builders Inc., owner – Section(s) 27 – Geneva Township

Applicant is requesting a variance from Section(s) 74-54 / 74-92 of Walworth County's Code of Ordinances – Zoning to make a parcel a buildable parcel.

REQUIRED BY ORDINANCE: The Ordinance requires a lot or parcel to be of record in the County Register of Deeds Office before the effective date or amendment of the zoning ordinance to be a legally created lot or parcel in accordance with Section 74-92.

VARIANCE REQUEST: The applicant is requesting a parcel that was not legally created to be buildable. The request is a variance from Section(s) 74-54 / 74-92 of Walworth County's Code of Ordinances – Zoning to make a parcel a buildable parcel.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 8 & 9, 2016, did not vote on the petition of Basso Builders Inc., owner.

BOARD OF ADJUSTMENT FINDINGS: This hearing has been **POSTPONED** at the applicant's request.

Hearing – Count #11:01:18 – 11:17:47 / Decision – Count #9:21:46 – 9:24:59

The Sixth Hearing was Gale & Dawn M. Shelbourn, owners – Section(s) 34 – Whitewater Township

Applicants are requesting a variance from Section(s) 74-165 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to reconstruct a boathouse on a vacant parcel.

REQUIRED BY ORDINANCE: The Ordinance requires a principal structure to be present or under construction before the location of an accessory structure.

VARIANCE REQUEST: The applicants are requesting an accessory structure (boathouse) on a vacant parcel. The request is a variance from Section(s) 74-165 / 74-181 / 74-221 of Walworth County's Code of Ordinances – Shoreland Zoning to reconstruct a boathouse on a vacant parcel.

BOARD OF ADJUSTMENT DECISION: The Walworth County Board of Adjustment, during the meeting of June 8 & 9, 2016, for the petition of Gale & Dawn M. Shelbourn, owners, voted to **APPROVE** the request for an accessory structure (boathouse) on a vacant parcel.

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

BOARD OF ADJUSTMENT FINDINGS: The Board found unique property limitations in the size and shape of the parcel. The Board found the vacant parcel lies outside of the subdivision where the residence lies. The Board found the vacant parcel is not buildable and has no road frontage. The Board found to deny the variance request would cause unnecessary hardship as the usable area of the parcel is so limited. The Board found the boathouse has existed since the 1960's and does not cause harm to public interests. The Board found the accessory structure boathouse will be reconstructed in the same footprint. The Board found to approve the variance request will not increase impervious surface in the shore yard. The Board found the owner did go before the Town for approval. There was one e-mail of support from the Town of Whitewater. There were 4 letters of support from neighboring property owners. There was no opposition.

Other

A. Discussion / possible action on Township correspondence – none

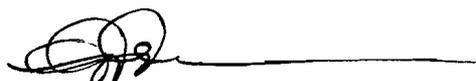
Staff Reports

- A. Court cases update - none
- B. Distribution of reports, handouts and correspondence - none
- C. Board of Adjustment Training
Quorum issues and appropriateness of discussions and where they occur were discussed. Guidelines for the hearing process, and interaction between the Board of Adjustment and the County Zoning Agency were also discussed. Board members were informed of changes in state legislation that could affect Board of Adjustment decisions. Board members were also informed of some proposed changes in state legislation.

Proposed discussion for next agenda

The following items were requested to be put on the July 2016 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.

Walworth County Workforce Development Board Meeting
Walworth County Job Center
Thursday, May 19, 2016
7:30 a.m.

Minutes

Meeting was called to order at 7:31 a.m. by Theresa Carroll, Chairperson

WDB Members Present:

Karen Burns, Theresa Carroll, Michael O'Donnell, Nancy Russell, Andrew Dammeir.

Absent: Derek D'Auria, Cindy Simonsen, Grace Eckland, Briana Fox, Lynn Jones, Peggy Osborne and Eric Wentz.

Agenda approved

Minutes from February 4, 2016 approval to be held until next meeting due to lack of quorum.

Chairperson Update

Theresa brought Stacey Diehl, Human Resource Manager at Continental Manufacturing, Delavan as a guest and potential future Board member. Stacey explained that Continental Manufacturing was formerly known as Synerject. The company was purchased by the Continental Auto Group in Hanover, Germany.

Stacey informed the Board that Continental Mfg. favors self-directed work teams who are trained and able to address minor issues rather than turn to supervisors to resolve. The teams work at continuous improvement. Continental Mfg. also works with Robert Ellsworth Facility in Union Grove for workforce support. Many of their employees work at their facility during their tenure at the Facility and some have transitioned into full-time employees after their release. Continental also actively works with DVR & VIP Industries to employ individuals with disabilities and to assist them to overcome barriers.

Approval of New Board Member Application

Karen Burns informed the Board that she had an application/request from Mary Sue Gallagher, HR Director at the Grand Geneva Resort and Spa to join the Workforce Development Board. Karen had forwarded to the Walworth County Executive for approval. It was noted that a representative from the Hospitality Industry will be welcome for their perspective.

WIOA Updates

Mark Leemkuil reported that he and all the Case Managers went to the WIOA Roundtable in the Wisconsin Dells May 2-4, 2016. He said it was a good training experience, although, there was limited guidance on the new performance standards. Collaboration with partners is a theme that was echoed throughout the training and will be emphasized in the future across the board.

He also reported that the High School CNC Boot Camp is having some difficulty recruiting for participants. They had done extensive outreach and have 9 possible candidates. He is not sure if GTC is going to run it with that number of students. The reasons were discussed and the large amount of jobs and the good economy may be a factor. Karen noted that the Job Center is partnered with the GTC New Student Specialists in the recruiting at the local high schools.

Karen also reported that the State reviewed the Regional WIOA Plan and she will share if any changes will be required. The Regulations should be available by 7/1/2016.

Walworth County Marketing and Career Expo

Theresa reported that she attended the Expo and had a booth. The participation was a little low, however, it was an excellent event and great first time effort. There were 75 exhibitors, 150 jobseekers, 12 business seminars and about 500 total participants. The intent is to grow the event and do it on an annual basis. Several people noted that more press exposure would be a great way to promote the Expo.

GALE Courses added to Job Center

Karen introduced Steve Otts, the Administrator of the Lake Shore Library System for Racine and Walworth Counties. Steve explained that the GALE Courses are available in the local library system and he reached out to Workforce Development in Walworth and Racine to offer them at the local Job Centers in an attempt to help fund the project. GALE Courses are an online platform available at the Libraries and Racine & Walworth Job Centers and offer over 300 short courses. Each is a 6 week course and the curriculum is available on a rotating basis. A few sample titles are: Quick Books, LSAT Prep, ACT Prep as well as Personal Development Courses. Any resident in the 2 Counties can register at their library or Job Center to sign up for a free account. The person will need a library card or a code they can get at the Job Center. Upon completion of courses, individuals receive a Certification of Completion which can be used as a form of Skill Attainment Verification. Karen said the hope is that this will be helpful in meeting WIOA requirements. Steve will be reporting on the statistics for usage. The project is funded 50% by the Library and the 2 Counties funding the other 50% of the \$25,000 yearly cost. There was discussion that the partnership and course availability was in Racine County newspaper but there has been no coverage, to date, in any of the Walworth County newspapers. Mike O'Donnell offered to connect Steve with the GTC Librarian to possibly partner on offering the courses for GTC students.

Rapid Response Updates

Mark went to a training regarding WIOA regulations for Rapid Responses. The state is requiring the local Workforce Development areas to take over most activities after the notice has been released. There is an on-line system, Rapid Response Event Tracking System (RRETS) which is linked to the JCW Business System. This is where he will add events as they occur. WIOA requires services to both businesses and displaced employees. The activities will be tracked in RRETS. Mark was able to use the system when he recently received word that CSI in Delavan will be closing and moving all their production to their Janesville location. He is in the process of setting up the Rapid Response and will be looking at a July, 2016 date, he is working with Ed Wood, the H R Manager on the details.

Mark also got notification from Head Start in Rock and Walworth Counties that they have given notice to 100 employees of lay-off, however, their contract may be renewed so the lay-off will not take place. This is the first time the contract has gone out for competitive bid and they will know by 6/1/16 if they got the renewal.

Economic Development Update

Karen gave the report due to Derek's absence. WCEDA worked with the Chambers and the Walworth County Job Center on the Walworth County Business & Career Expo as mentioned earlier. On May 25, WCEDA is hosting a healthcare event to talk about the state of healthcare in Walworth County. The panel will consist of Aurora Healthcare, Fort Healthcare and Mercy Health System and will address the 4 top issues and trends. It is a working lunch format.

There is another healthcare event planned for July 12 titled: "Healthy Employees = Productive Employees." It will share available resources in the county that are available to people who are either uninsured or underinsured as a way to promote preventative health. Employers can benefit from this so that they can advise their lower paid employees about useful options to help them maintain their health.

WCEDA is exploring a program called "Inspire" for Walworth County that interfaces with Career Cruising, which is used by the area high schools. It is a great platform connecting businesses, teachers, students and parents. It could be a useful tool to promote career opportunities within Walworth County. It would require all the high schools to participate. Theresa noted that her child uses the system which is integrated in the Rock County High Schools.

UW-Whitewater is getting close to finishing a manufacturing study of the county & WCEDA will be sending out a county-wide wage survey.

Business Section – Committee Member Updates

Nancy reported that the budget will be started soon. She also let the Board know that there are 2 new Supervisors on the County Board due to vacancies. Sue Pruessing from the Sharon/Big Foot area and Randy Timms from East Troy. She noted that each Supervisor has a very large districts which can have close to 10,000 people to represent. She feels the new Supervisors will be excellent additions to the Walworth County Board.

Andrew reported that he participated in a panel for Tech Ed at Badger High School and was impressed with the Project Lead the Way courses and the opportunities for students to earn transcribed credit through GTC while still attending High School. In addition, 3 new lots have been sold in the Lake Geneva Business Park recently for local and new business expansion.

Mike O'Donnell reported that he is still working on food service for the Walworth County Job Center. The previous tenant is no longer on premises and the plan for culinary to extend out to Elkhorn did not work out so he is putting the café out for bid for a vendor. He noted that in Racine, the café is staffed with work experience participants and that would be an excellent model for the WCJC. There was discussion that Karen, Mike and Mark will set up a meeting to see if that would be a possibility at the WCJC. He also let everyone know that there was a successful opening ceremony for the new manufacturing wing here at the Elkhorn Campus GTC dedicated to the Reader Family from Precision Plus in Elkhorn.

Theresa wanted to let everyone know that Lynn Jones was recognized as a Woman of Distinction by the Rock County YWCA. Lynn received high praise for her level of commitment and how she has consistently helped people achieve their goals. Her participation has been in the background so she well deserved this acknowledgement of her achievements.

Next meeting scheduled for August 4, 2016 at 7:30 am at the Walworth County Job Center.

Meeting was adjourned at 8:27 am.

WALWORTH COUNTY WORKFORCE DEVELOPMENT BOARD

WALWORTH COUNTY JOB CENTER
400 COUNTY ROAD H
ELKHORN, WI 53121

1-262-741-5274
FAX 1-262-741-5285
e-mail: kburns@dwfs.us

Members:

Karen Burns

Dynamic Workforce Solutions (DWFS), f/k/a Kaiser Group, Inc. 400 County Road H, Elkhorn, WI 53121

Theresa Carroll (chairperson)

Manpower 20 S. Main Street, Suite 20, Janesville,
WI 53545

Derek D'Auria

Walworth County Economic Development Alliance 400 County Road H, Elkhorn, WI 53121

Andrew Dammeir

Lake Geneva Economic Development Corporation 900 Wells St., Lake Geneva, WI 53147

Grace Eckland

G3, LLC N2315 Chapin Rd., Lake Geneva, WI
53147

Briana Fox

SER Jobs for Progress 1243 S. Cesar E. Chavez Dr., Milwaukee,
WI 53204

Lynn Jones

Community Action, Inc. 20 Eclipse Center, Beloit, WI 53511

Michael O'Donnell

Gateway Technical College – Dean 400 County Road H, Elkhorn, WI 53121

Peggy Osborne

Birds Eye Foods W8880 County Road X, Darien, WI
53114

Nancy Russell

Walworth County Board Chair, Walworth Government Center P O Box 1001, Elkhorn, WI 53121

Cindy Simonsen

V I P Services, Inc. 811 E. Geneva St., Elkhorn, WI 53121

Eric Wentz

Better by design, LLC 1631 Hobbs Drive, Delavan, WI 53115

WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT

975 W. Walworth Ave. • Delavan, WI 53115
www.walcomet.org

REGULAR MEETING

August 9, 2016

1:30 pm

Agenda

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENTS/CORRESPONDENCE/OTHER BUSINESS**
4. **APPROVAL OF MINUTES OF REGULAR MEETING, July 12, 2016.**
5. **ADMINISTRATOR'S MONTHLY REPORT**
 - a) **Plant Operation**
 - b) **Financial**
 - c) **Training**
 - d) **Capital Improvement Project Update**
6. **RECEIPTS AND DISBURSEMENTS REPORT**
7. **ACCOUNTS PAYABLE LISTING**
8. **OLD BUSINESS**
9. **NEW BUSINESS**
 - a) **Geneva Street Apartments - City of Elkhorn** - Move to approve resolution 2016-06 for the sanitary sewer extension and building connections for the Geneva Street Apartments in the City of Elkhorn.
 - b) **Clean Sweep Program** - Authorize an expenditure of \$1000.00 to the 2016 Walworth County "Clean Sweep Program".
 - c) **Walworth County Executive Meeting** - Move to establish a special meeting of the WalCoMet Commission on September 12, 2016 at 10:00 AM at the Government Center in Elkhorn.
10. **ADJOURN**

Telephone: (262) 728-4140

Fax: (262) 728-4142

WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT

975 W. Walworth Ave. • Delavan, WI 53115

July 12, 2016

1:30 p.m.

CALL TO ORDER

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

ROLL CALL

Commissioner Duncan, yes; Commissioner Henriott, yes; Commissioner Logterman, yes; Commissioner Snyder, yes; Commissioner Eck, arrived at 1:34 pm

Others present:

Cindy Moehling, Assistant Administrator

Jennifer Jackson, Administrative Assistant

Timothy Fenner, Axley Brynelson

Steve Scheff, Collection Systems Superintendent

Mike Jackson, Lake Como Sanitary District

VISITOR COMMENTS/PUBLIC COMMUNICATIONS/OTHER BUSINESS

None

APPROVAL OF MINUTES OF June 14, 2016

Commissioner Duncan made a motion to approve the minutes of the regular Commission meeting of June 14, 2016 as presented. Commissioner Henriott seconded and the motion unanimously passed.

RECEIPTS AND DISBURSEMENTS REPORT

Commissioner Duncan made a motion to accept the Receipts and Disbursements Report for the month of June, 2016 as presented. Commissioner Henriott seconded and the motion unanimously passed.

ACCOUNTS PAYABLE LISTING

After review, Commissioner Eck made a motion to approve the Accounts Payable listing for July 12, 2016 in the amount of \$66,733.70. Commissioner Henriott seconded and the motion unanimously passed.

OLD BUSINESS

Commissioner Logterman stated that there were no Old Business items on the agenda.

NEW BUSINESS

- a) **UPS Battery Replacement** – Commissioner Duncan made a motion to authorize the purchase of UPS replacement batteries from Unified Power in the amount of \$6,247.17. Commissioner Snyder seconded and the motion unanimously passed.

- b) Evaluation of Electrical Equipment and Motor Control Centers – Commissioner Eck made a motion to award the electrical equipment and motor control evaluation project to Electrical Testing Solutions, Sheboygan, WI in the amount of \$23,850.00. Commissioner Henriott seconded and the motion unanimously passed.**

ADJOURNMENT TO CLOSED SESSION

Motion to Convene into Closed Session pursuant to Wis. Stats 19.85(1)(g) Wis Stat for the purpose of conferring with legal counsel for the District who is rendering oral or written advice concerning strategy to be adopted by the District with respect to litigation concerning faulty equipment in which the District is or is likely to become involved.

Commissioner Eck made a motion to convene into a closed session, seconded by Commissioner Duncan and roll call as follows:

Commissioner Duncan	Yes
Commissioner Henriott	Yes
Commissioner Logterman	Yes
Commissioner Snyder	Yes
Commissioner Eck	Yes

The closed session convened at 1:52 p.m.

RECONVENED INTO OPEN SESSION – ACTION, IF ANY, ON CLOSED SESSION MATTERS

Commissioner Eck made a motion to reconvene into Open Session at 2:19 p.m., seconded by Commissioner Henriott and roll call as follows:

Commissioner Duncan	Yes
Commissioner Henriott	Yes
Commissioner Logterman	Yes
Commissioner Snyder	Yes
Commissioner Eck	Yes

ADJOURN: Commissioner Eck made a motion to adjourn, seconded by Commissioner Snyder and the motion unanimously carried. The Regular meeting adjourned at 2:20 p.m.

Secretary

APPROVED: August 9, 2016

PUBLISHED: _____

**WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT
BILLINGS TO ENTITIES-2016**

ENTITY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTALS	BUDGET TOTAL	DIFFERENCE BUDGET TO ACTUAL	PERCENT +/- BUDGET
DELAYAN	TOTAL DUE	\$ 106,259.33	\$ 117,540.02	\$ 105,450.48	\$ 118,755.91	\$ 122,494.51	\$ 118,768.88	\$ 109,560.16					\$ 795,829.29	\$ 814,412.87	\$ (18,583.58)	-2.28%
	VOLUME MG	25.350	25.995	24.972	27.224	26.508	26.595	26.147					181.791	173.150	8.641	4.99%
														296.828	(2016 Study)	
ELKHORN	TOTAL DUE	165,547.45	159,877.49	133,468.92	205,881.29	182,834.10	143,109.97	128,825.05					\$ 1,099,344.27	\$ 973,744.82	\$ 125,599.45	12.90%
	VOLUME MG	83.121	53.852	47.818	68.757	64.713	47.431	41.694					407.188	282.581	124.625	44.11%
														484.380	(2016 Study)	
DLSB	TOTAL DUE	51,048.67	53,787.84	50,096.56	53,181.37	57,383.06	58,747.84	85,996.92					\$ 390,221.86	\$ 448,779.92	\$ (58,558.06)	-13.05%
	VOLUME MG	16.078	14.578	13.787	16.012	18.822	16.337	18.377					109.987	118.504	(8.537)	-7.20%
														203.150	(2016 Study)	
WCI	TOTAL DUE	11,911.56	11,520.04	12,084.32	13,518.53	11,828.40	11,862.42	10,877.67					\$ 83,500.94	\$ 74,324.83	\$ 9,176.11	12.35%
	VOLUME MG	3.909	3.022	2.822	3.581	3.556	3.109	2.870					22.869	19.075	3.794	19.89%
														32.700	(2016 Study)	
WMS_BAY	TOTAL DUE	50,316.72	48,951.12	44,085.44	50,889.45	50,810.15	52,815.92	56,311.03					\$ 353,979.83	\$ 353,584.75	\$ 415.08	0.12%
	VOLUME MG	19.648	15.908	14.911	18.179	17.924	18.306	17.065					121.941	111.952	9.989	8.92%
														191.918	(2016 Study)	
INSPIRATION MINISTRIES	TOTAL DUE	1,380.84	1,560.73	1,648.73	1,550.81	1,591.08	1,626.50	1,373.53					\$ 10,710.02	\$ 10,310.42	\$ 399.60	3.88%
	VOLUME MG	0.228	0.262	0.279	0.280	0.288	0.275	0.225					1.797	1.829	(0.032)	-1.77%
														3.136	(2016 Study)	
GNBD & INTERLAKEN	TOTAL DUE	18,862.94	17,266.90	14,439.50	17,572.72	18,329.17	19,423.33	21,788.22					\$ 127,682.78	\$ 120,758.75	\$ 6,924.03	5.73%
	VOLUME MG	8.825	4.860	4.084	5.087	5.536	5.361	5.327					36.879	33.835	3.044	9.00%
														58.003	(2016 Study)	
VILLAGE OF DARIEN	TOTAL DUE	18,890.70	20,108.19	17,540.41	21,010.28	19,777.75	18,807.19	17,665.71					\$ 133,801.23	\$ 138,495.98	\$ (4,694.75)	-3.53%
	VOLUME MG	5.573	4.774	4.159	4.879	5.562	4.476	3.580					33.033	24.047	8.986	37.37%
														41.224	(2016 Study)	
TOWN OF DARIEN	TOTAL DUE	3,430.90	3,879.74	3,491.92	3,552.85	3,684.77	4,047.91	4,100.70					\$ 26,188.79	\$ 21,901.83	\$ 4,286.96	19.57%
	VOLUME MG	0.887	0.875	0.816	0.908	0.919	0.980	0.948					6.337	4.603	1.729	37.56%
														7.890	(2016 Study)	
LAKE COMO SANITARY DISTRICT	TOTAL DUE	19,554.00	19,849.83	18,159.06	20,555.02	20,883.35	19,196.54	18,700.44					\$ 138,898.04	\$ 109,033.75	\$ 27,864.29	25.56%
	VOLUME MG	4.901	4.812	4.132	4.900	5.052	4.483	4.144					32.224	19.205	13.020	67.79%
														32.922	(2016 Study)	
TOTAL DUE		\$ 445,983.11	\$ 454,322.50	\$ 400,463.34	\$ 604,466.03	\$ 469,314.34	\$ 448,206.30	\$ 435,199.43	\$ -	\$ -	\$ -	\$ -	\$ 3,157,957.05	\$ 3,065,327.42	\$ 92,629.63	3.02%
														\$ 6,254,847.80	(2016 Study)	
TOTAL VOLUME MG		186.318	128.538	117.760	149.787	148.889	127.353	117.375	-	-	-	-	954.018	786.781	168.257	20.95%
														1,352.181	(2016 Study)	
VEOLIA WASTE	TOTAL DUE	32,787.93	25,946.83	18,908.97	29,874.86	35,257.11	15,547.78	12,924.37					\$ 171,247.83	\$ 118,151.83	\$ 53,095.80	44.94%
	VOLUME MG	0.904	0.858	0.454	0.987	0.986	0.374	0.402					4.746	\$ 202,548.00	(2016 Budget)	

To: Chairman Logterman and WalCoMet Commission

From: Brad Huza, Administrator



Date: July 6, 2016

Re: Administrator's Monthly Report – June 2016

Plant Operation

The wastewater treatment facility has met all of its operational and discharge permit requirements for the month of June. The total flow treated in June of 2016 was 117.78 MG with a peak day of 4.60 MG and an average daily flow of 3.93 MG. In comparison, June of 2015 the total flow was 135.05 MG, a peak daily flow of 10.81 MG and an average daily of 4.50 MG.

Financial

The cash receipts through June 2106 indicate a total of \$3,758,462 which includes the \$650,000 Elkhorn payment. From cash disbursement standpoint, the total disbursements for the same time period were \$3,135,693. When removing the pass through payment of \$650,000 from the City of Elkhorn, expenditures are out pacing revenues by \$27,231.

Training

Steve Scheff, Nick Moehling and Jacob Starin attended the Collection System Seminar that was held in Watertown. Staff indicated the topics presented were very informative and the vendor show provided information on the latest supplies, equipment and tools in the industry. The attendees indicated the seminar was well worth attending.

Capital Improvement Project Update

Discharge Permit Update

Staff has not received any additional information on this topic. It is still anticipated that the decision on the Phosphorus discharge variance will be finalized this summer.

County O Lift Station Replacement

Staff has received the executed contracts from Racine Roofing. A "Notice to Proceed" was issued. The Contractor has indicated that the preconstruction meeting will be held in early August. The project completion date is September 16, 2016.

Biosolids Application

It is anticipated that the fall biosolids application process will begin around August 22nd. Staff has tentative approvals for application on approximately 160 acres. Staff has scheduled to have the access agreements signed and the application packets set to WDNR by August 1, 2016.

WDNR Plant Inspection

A WDNR plant inspection has been set for July 21st. Anticipated WDNR staff include Theera Ratarasarn, Amy Garbe, and perhaps others. It has been some time since WDNR has been on site. Staff always welcomes the opportunity to showcase our facility.

CMOM Preparation

Staff is at the 98% level of the preparation of the required Capacity, Management, Operation and Maintenance (CMOM) document. August 1, 2016 is the required date for completion.

WDNR does not want to review and approve the document but it shall be available for review during inspections. The document has seven required elements as defined in the administrative code. All of the required elements are included in the WalCoMet CMOM.

The WalCoMet Sewer Use Ordinance requires the entities submit their perspective CMOM programs for review and approval by December 31, 2016. Staff anticipates that review and recommendations will be made to the Commission at the February 2017 meeting.

**WISCONSIN RIVER RAIL TRANSIT COMMISSION
COMMISSION MEETING - FRIDAY, JUNE 10TH, 2016 @ 10AM
DANE COUNTY HWY GARAGE, 2302 FISH HATCHERY RD, MADISON, WI**

- 1. 10: 02 AM **Call to Order – Alan Sweeney, Chair**
- 2. Roll Call. **Establishment of Quorum – Mary Penn**

Crawford	Tom Cornford, <i>2nd Vice Chair</i>	excused	Rock	Ben Coopman, <i>Alternate</i>	-
	Rocky Rocksford	x		Wayne Gustina	x
	Derek Flansburgh	x		Alan Sweeney, <i>Chair</i>	x
Dane	Gene Gray, <i>Treasurer</i>	excused	Sauk	Terry Thomas	x
	Jim Flemming			Marty Krueger, <i>Alternate</i>	x
	Chris James, <i>Vice Secretary</i>	excused		Chuck Spencer	x
Grant	Gary Ranum	x	Walworth	Carol Held	
	Mike Lieurance	x		Dave Riek, <i>3rd Vice Treasurer</i>	x
	Robert Scallon, <i>1st Vice Chair</i>	x		Eric Nitschke	x
Iowa	Charles Anderson, <i>Secretary</i>	x	Waukesha	Richard Kuhnke, <i>2nd Vice Treasurer</i>	x
	William G Ladewig	x		Allan Polyock	excused
	Jack Demby	excused		Karl Nilson, <i>4th Vice Chair</i>	excused
Jefferson	Mo Hansen as <i>Alternate John David</i>	x	Waukesha	Dick Mace	x
	Gary Kutz	x		Richard Morris	x
	Augie Tietz, <i>3rd Vice Chair</i>	x			

Commission met quorum.

Others present for all or some of the meeting:

<ul style="list-style-type: none"> • Mary Penn, WRRTC Administrator • Ken Lucht, WSOR • Sherry Branson, Boone County, IL Board • Jeff Kuglitsch, Rock County Corp Counsel • Vern Gove, Columbia County WI Board Chair • Ken Hutler, Columbia County WI Board • James Foley, Columbia County WI Board 	<ul style="list-style-type: none"> • Kim Tollers, Rich Kedzior, WisDOT • Eileen Brownlee, Corp. Counsel • Rep. Amy Loudonbeck, WI State Legislature • Mike Bruhn, WI State Legislature • Marilyn Weiss, DATCP • Alice Halpin, DATCP • Bill Breitsprecher, GLBT
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- 3. Action Item. **Certification of Meeting’s Public Notice – Noticed by Penn**
 - Motion to approve posting of meeting – Ladewig/Nitschke, Passed Unanimously
- 4. Action Item. **Approval of June Agenda – Prepared by Penn**
 - Motion to approve June agenda – Kuhnke/Thomas. Passed Unanimously
- 5. Action Item. **Approval of draft May 2016 Meeting Minutes– Prepared by Penn**
 - Motion to approve draft May 2016 meeting minutes with minor corrections – Mace/Ladewig, Passed Unanimously

Gary Ranum asked for clarification that the 30,000 ties mentioned in Ken Lucht’s report were for the Prairie sub, not Watertown. Lucht said the Prairie sub had ties going in as well as the Watertown sub.

6. Updates. **Public Comment – Time for public comment may be limited by the Chair**
 Alan Sweeney asked for any public comments from those attending. Rep. Amy Loudonbeck introduced herself and said she was attending to hear about the Great Lakes Basin Transportation (GLBT) proposal and the WRRTC’s position on it and expressed her appreciation of the discussion

Sweeney introduced Sherry Branson from the Boone County Board and Jeff Kuglitsch, Rock County Corp Counsel. Sweeney asked the representatives from Columbia County to introduce themselves. Vern Gove, Columbia County Wisconsin Board Chair introduced himself and noted that Columbia had some miles of railroad and the County had expressed some interested in joining the WRRTC as WRRTC rail that goes through the County near Lodi.

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

REPORTS & COMMISSION BUSINESS

8. WRRTC Financial Report – Jim Matzinger, WRRTC Accountant

- *Motion to approve payment of the checks and encourage WSOR to reimburse as soon as possible - Ladewig/Anderson, Passed Unanimously*
- *Motion to approve Treasurer's Report – Tietz/Kuhnke, Passed Unanimously*

Due to Jim Matzinger being on summer hours and Treasurer Gene Gray being excused, Penn distributed the Treasurer's Report for the Commission's review. She noted check 1311 was a result of all the McHenry County Illinois tax bills now being sent to the WRRTC, with reimbursement by WSOR to follow. She said in the past, this bill had been sent directly to WSOR but as she had been instructed in January to have all the Illinois bills sent her, the Commission was now seeing this bill. Sweeney asked Lucht to comment. Lucht said WSOR would do whatever the Commission wanted. Sweeney said this needed to be budgeted and recommend the 2016 and 2017 budgets be amended at the July meeting.

Kim Tollers asked if the WRRTC could assign the bills to WSOR and have them pay. Sweeney said that he wanted to bring that up with Jim Matzinger. Sweeney said it was important for the WRRTC to see the tax bills. Dick Mace asked if all the Lake County tax bills had been paid. Penn explained how in the past not all the tax bills had come to the Commission but rather some were sent to the Commission and some to the WSOR. In January she had been instructed to have all tax bills from the Commission owned property in Illinois be sent directly to the Commission.

Ladewig asked about the Evansville surplus. Sweeney said that was money left over from that purchase.

9. Wisconsin & Southern Railroad's Report on Operations – Ken Lucht, WSOR

Ken Lucht distributed some photos of the installation of 10,000 ties (going towards Sun Prairie) on the Watertown sub. He said they were getting 1000 installed per day, adding that there was a lot of work being done and he expected it to be completed next week. He said further phases would be contracted and bid out separately. He said there were still ties to be installed between Boscobel and Crawford on the Prairie sub which would be the last phase of tie work on the sub. He said WSOR hoped to get competitive bids by June 15th.

Lucht said he hoped to present the capital plan to the Commission later in the summer. This plan would inform them of WSOR's plans for the whole system going forward.

Lucht said there were a lot of Office of Commission Railroad (OCR) projects going on with one such project a crossing at Few Street in Madison. He said there was a lot of trespassing going on with some adjoining land use issues in a park. He said WSOR was working with the City to resolve issues and he would keep the WRRTC informed. In another OCR issue, he said OCR had held a hearing for a new at-grade crossing on the Wagon Trail on the Cottage Grove sub. He said there had been support for this crossing and WSOR believed that by late summer there would be a decision. Also, Lucht said there would be an OCR hearing to hear arguments for a new at-grade crossing in the Village of Cross Plains. Lucht also mentioned that Livingston Street and Brewly streets had been closed and there had been some "legal wrangling". He said WSOR was waiting for a resolution in regard to an area near the crossing on Few Street. He said this crossing was on a sub with 12 crossings within 1 – 1/2 blocks which of course led to many safety issues and noise complaints. Lucht said train engineers were required to sound their horns 4 times per crossing and with so many crossings so close together, it sounded like continuous horn blowing.

Lucht next announced that the City of Janesville would be having a steam passenger train making an excursion. The #765 steam engine would come up to Pearl Street on June 12th, part of an historical society outing and he invited the commissioners to come and see the train.

Lucht announced that WSOR and WisDOT would be meeting June 21st at WisDOT headquarters to discuss financials for the coming year. He said if commissioners wanted to come to this meeting, to let him know.

He said a tour had been scheduled June 23rd at the Horicon Terminal, starting at 9:30 AM and again he welcomed commissioners to attend. Lucht explained some of what the tour would show.

Bill Ladewig asked if WSOR posted no trespassing signs when track went past parks. Lucht explained where WSOR was required to post. He said the problem with signs was that the signs got vandalized and were a maintenance issue. Lucht said once fences went up, the park would be posted;

Augie Tietz asked Lucht about the Horicon Terminal. Lucht explained that WSOR had access to Horicon via trackage rights w with Canadian National. He said Janesville was also a big terminal. Sweeney said he would be attending the meeting on the 21st. He said it would be helpful for Pecatonica Rail Transit Commission (PRTC) reps to come as well and suggested Charles Anderson and Bill Ladewig attend.

Richard Morris asked about photos distributed on a derailment near Wauzeka. Lucht explained what had happened and how WSOR had reacted. He said there was no hazmat involved and no injuries. However, it was a very expensive derailment resulting from sun kink, related to a nearby bridge: under the weight of the train (with the track inspected only hours before) the rail moved under the weight of the train (carrying corn), stretching until it kinked. Seven cars jumped the track. Lucht said this was in an area that had not been improved. Lucht said most of the cars would be scrapped due to the amount of damage but the site had been cleaned up. He said WSOR worked with the WDNR to vacuum the corn in the river. He said WSOR was in the process of reselling the corn with the potential of reselling 90% of it. He said the track was out of service for 12-15 hours, adding that WSOR was waiting for investment on this sub. Lucht added that this was WSOR's first track derailment in 18 months.

Rocky Rocksford asked about the type of rail in this accident. Sweeney asked how far ahead the inspector car was of this train. Lucht said the inspector passed a couple hours ahead of the train but due to the derailment, WSOR now had an inspection car running after the trains as well.

Ranum asked if this impacted payload. Lucht said it had, with the manifest trains impacted and WSOR was working with their customers to address the slowdown. He noted that WSOR was working with BN-SF to work on the slow travel times. Dave Riek asked what the speed was in the area. Lucht said it was between 25 and 10, but the derailed train had been traveling 8 mph.

10. WisDOT Report – Kim Tollers, Rich Kedzior, WisDOT

Kim Tollers distributed a handout showing State tracks which came from the State Rail Plan. She said if anyone had questions to let her know.

Rich Kedzior presented four items.

- 1) He noted that Freight Rail Preservation Program (FRPP) agreements for the reconstruction of the Spring Green Bridge had been executed so WSOR could now proceed to begin the rehabilitation although some preliminary engineering had already been done.
- 2) He said another FRPP agreement had been approved for the Waukesha sub Continuous Welded Rail (CWR) project. Hopefully it would be executed very soon, nothing there had been some internal delays which slowed the agreement somewhat but WisDOT now had all their required information.
- 3) Kedzior said WisDOT was completing their scoping comments to the Surface Transportation Board (STB) in regard to the GLBT proposal. He said the Department would have them completed in order to submit by 6/14/16. Kedzior said the current deadline was 6/15 so WisDOT would get them in a full day earlier. He added that an attorney representing people from Rock County people had submitted a request to the STB to extend the comment period to 6/30/16. He said WisDOT would not know if the request was approved until the coming Monday. Sherry Branson of the Boone County Board said it had been extended to 7/15/16. Kedzior said WisDOT would probably still submit by 6/15 unless Transportation Secretary Gottlieb decided to delay.
- 4) Finally, a few weeks ago WisDOT staff attended a meeting of Rock County agriculture operators and their attorneys and Rep. Loudenbeck. Kedzior said that meeting was facilitated by the Assist Deputy Secretary for WisDOT and was considered to be a productive meeting. He said WisDOT received input and DATCP, WEDA, and WDNR were also represented. Kedzior said the meeting focused on Rock County residents.

Mace asked what the Waukesha FRPP agreement was for. Kedzior said it was for track rehabilitation from Waukesha to Eagle and that the work was almost completed, almost ready to close out.

11. WRRTC Correspondence/Communications and Administrator’s Report – Mary Penn, WRRTC Admin.

Penn announced she would be out all of the coming week for vacation. She said in the past month she had signed off on the insurance packet from Richgels Schaefer, received a request for lease of a billboard on the Fox Lake sub, and distributed a draft of an invitation letter to Green County, asking them to join the WRRTC, noting that Frank Huntington, WisDOT, had reviewed the present draft. She asked the Commission for any comments or questions on the letter. Sweeney said this really “put the ball into the Green County Board’s court”, but added that some other things needed to happen first. He said the Board might have some ideas and referred to the Assessment Agreement, item 12 on today’s agenda.

Sweeney said the tonnage of freight that came to or from the PRTC sub ended on the WRRTC and definitely had an impact. He said he was concerned if the Green County Board had no interest and if so, there would be no point inviting them. If the County showed some interest they would be invited. Mace said he believed a letter should be sent regardless and if nothing came of it, there was no harm done. Sweeney said it would be on the July agenda. Charles Anderson said he had the figures Lucht had shared with the PRTC and related the number of tons that went on the Monroe sub for both Green and Rock counties. Anderson noted there were 700 cars of ethanol with total of 70,000 originating on the Monroe sub. He noted the terminations of the particular tonnages and commodities.

12. Discussion and Possible Action on Assessment Sharing Agreement – Mary Penn, WRRTC Admin., Eileen Brownlee, Corp. Counsel

- *Motion to have Corporation County draft an MOU – Nitschke/Thomas, Passed Unanimously*

Eileen Brownlee explained how the possibility of this agreement came about, relating that the issue of Green County joining WRRTC had been an ongoing discussion of the PRTC and with that discussion, the issue of county contributions to one or more RTCs came up. She said she had found the member counties only contributed to one RTC per year and there was no real structure of how this occurred. She thought defining the structure and practice would be helpful. Brownlee said Green County was concerned because if they joined, they would be a member of all three RTCs and would certainly want to know prior to joining the WRRTC if there would be three assessments in any given year. Brownlee said this agreement was a draft of how a county contributed to an RTC and was intended to formalize a practice that had been occurring for some time.

Sweeney said this Agreement was also presented at the PRTC and explained that since SCWRTC had only a recreational trail it was unlikely they would be parties to the Agreement. He pointed out the language of item #2 at bottom of Page 2 of the Agreement and discussed the use of the word “shall”. He said he would like to see language that allowed the county the choice to contribute to the RTC of their choice. He also wanted to see references to the SCWRTC be removed.

Ladewig asked if the Agreement could be changed to a Memo of Understanding (MOU) as it seemed to him that an Agreement was more binding. Anderson said it had always been his opinion for the PRTC to join. He pointed out the difference in the county contribution between PRTC and WRRTC was \$26,500 versus \$28,000.00 and which amount would be paid. Sweeney said he read it as pay one year to the PRTC of \$26,500.00, pay second year to the WRRTC of \$28,000.00.

Anderson said in the event of a Monroe sub project, only the PRTC would be contributing. Sweeney said that was his point: everyone would “be on the same team” and members could come and request funding for projects. How to do it was the issue, adding that Ladewig had a good point in regard to an MOU.

Ladewig said an MOU would be between the Commissions, not between the counties as he did not think you could bind the counties. Among the commissions it was easier to say how the money should be handled. Brownlee said she thought that was fine. She thought that each county was bound to pay a contribution (via the charter) to each RTC it belonged to. She did not know if there was a need to go back to each county board when a formal MOU could suffice. Anderson said with an MOU and the word "shall", the county could chose to which RTC they wanted to pay. Brownlee said the agreement had language that allowed the counties do pay to whom they wished but any commission could request in any one year so there was flexibility. She said if there were a huge number of projects that would benefit everyone, Rock County could defer to WRRTC. Tollers asked if the "shall" helped alleviate a county that did not pay, would that help clarify that issue. Brownlee said that was an entirely separate issue. She said this would not address that issue and it got back to a much different issue of the charter.

Dave Riek asked rather than a county belonging to three commissions, would there be a benefit to paying 1/3 every year to each RTC. That way you could budget a bit more equally. Mace asked which assessment would be used. Riek said if everyone was paying a third or half every year, the counties would still be paying the full contribution. Sweeney said he saw that as problematic since one of the commissions was not so open to that idea. Anderson said this should not be a third and a third. That could be eliminated with the SCWRTC out of the Agreement. Ranum said if you belonged to three commissions, every year you would pay one third. If you paid nothing to another one, it would be a third to that RTC, allowing the money to be spread out evenly so things could be budgeted better. Sweeney said that would contribute dollars to commissions that did not use or did not need it. Mace said really it was only two. Ladewig said the Commission should ask Brownlee for a drafting of an MOU with possible action in August. Brownlee said that was fine with her. Mace clarified an MOU would be between commissions, not counties.

13. Discussion and Possible Action in regard to the Great Lakes Basin Transportation Rail Project – Alan Sweeney, Chair

Sweeney said he thought it important to have this on the agenda even without a resolution being made. He said it was refreshing that WisDOT was coming out with some projects for scoping and maybe the WRRTC could take a look at those comments and possibly act on those in the future. He also thought there would be an opportunity in the future for contributing comments to the STB on this project. Anderson asked if the comments would be available. Sweeney said if the WRRTC could see the comments before July that would be good. Kedzior said he would ask the Secretary if WisDOT could release it prior to the July meeting. Sweeney said he had spoken with some commissioners on taking a stance on alternate routes. He said he was somewhat leery of doing that because it could pit county against county.

Ladewig asked if they could get WSOR's position before the July Commission meeting. Lucht said WSOR did not have to have a position and was not sure if WSOR would provide comment. He said WSOR neither supported nor opposed this project but said there could be repercussions that could present some gridlock on the northern district if it went through. On the flip side, it might open up gateways to Chicago but reiterated that WSOR would not have a position by July. Lucht pointed out there were some very important environmental issues to address. He said WSOR was not opposed to the Commission and the State getting involved. He said every railroad got approached every year with projects and WSOR felt that this was one of those projects. He pointed out that Norfolk Southern and Union Pacific had come out against this project. Lucht also emphasized that in no way was WSOR involved in this project, nor was Watco. He said this was a standalone project by two entrepreneurs, backed by some financial backers: WSOR and Watco were not involved. He repeated it would be a lot longer before WSOR took any position on the issue.

Mace asked if it were possible that WSOR would illuminate on what the possible issues might be of the project, for the WRRTC to decide whether to support or oppose. Lucht said WSOR would be happy to do that. Sweeney said it was a good idea. Mace asked for that information before the July meeting.

Sweeney confirmed with Tollers whether the WRRTC could be a party of record (POR) to STB. He asked Rock County Corp Counsel Jeff Kuglistch to look into that.

Rep. Loudonbeck asked if the Commission would be seeking to be a POR. She said since the WRRTC was where the route ended, they could be a POR. She said the WRRTC could be a POR but not necessarily take a position since this project would have an impact on the WRRTC – good, bad or indifferent, adding that if people continued to wait, they needed to know more information. She said if it were not for the closed bridges in her district, she would not have known to "put the railroad on her radar". She related there were bad feelings in a lot of communities related to railroads due to closed bridges. Sweeney asked Loudonbeck to come up with some language to address this. Loudonbeck said she did want to point out the Agriculture Impact Statement via Wisconsin statutes had requirements to follow. She said at the public hearing in Rock County, she said it was made clear GLBT did not know the communities.

Sweeney said he really thought Dane, Walworth, Jefferson, and Waukesha county commissioners needed to pay attention to this as there are potentially huge impacts. Ladewig said he would move to adjourn action on item 13 to July meeting and also advised that if there were anyone at the commission pro or con to take the opportunity to make their position clear.

14. Action Item. Adjournment

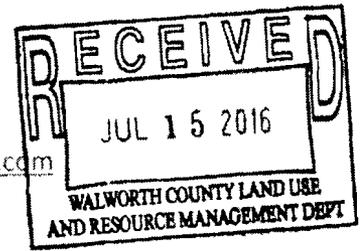
Motion to adjourn at 11:26 AM – Krueger/Riek, Passed Unanimously

Booth Lake Management District

P. O. Box 778

East Troy, WI 53120

Phone: 262-642-7285 Fax: 262-642-7493 Email: gmheg@wi.rr.com



NOTICE OF

Booth Lake Management District Commissioners Meeting

Saturday, June 25, 2016 at 11:00 AM

Town of Troy Town Hall, N8870 Briggs Street

AGENDA

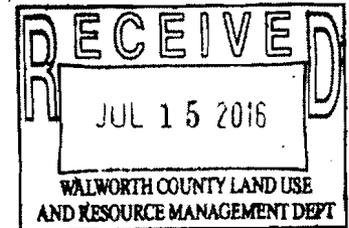
1. Call meeting to order
2. Approve minutes of the Meeting of May 14, 2016
3. Treasurer's Report
4. Chairperson's Report
 - a. Water Quality
5. Old Business
 - a. D & PA: Treatment of Euraisan Water-Milfoil
 - b. D & PA: Lake Habitat Improvement
 - c. D & PA: FY 2017 BLMD Annual Budget
 - d. D & PA: July 24, 2016 BLMD Annual Meeting
6. New Business
 - a. D & PA: Fishing Rules Change Proposal
7. Public Comment
8. Adjourn

*104 Levy's
230.*

Respectfully submitted
G. M. Hegeman
Commissioner/Secretary
June 7, 2016

Persons with disabilities who need accommodations to attend meetings should contact the Town Clerk/Treasurer's office by calling 262-642-5292 as soon as possible so that needs can be reasonably met. Dated this 7th day of June 2016. Meetings posted at three locations in the Town of Troy: Troy Town Hall E/D, N8870 Briggs St.; Little Prairie Cemetery, N9502 Palmyra Rd., Little Prairie; Booth Lake Memorial Park, N8465 Townline Rd. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance. Agenda is subject to change 24 hours prior to meeting.

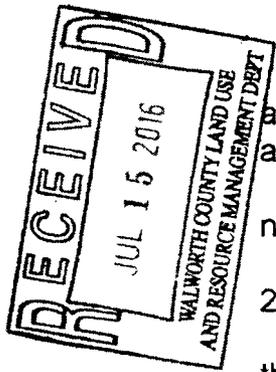
BOOTH LAKE MANAGEMENT DISTRICT
P.O. BOX 778
EAST TROY, WISCONSIN 53120-0778
REGULAR MEETING OF THE BLMD COMMISSIONERS
June 25, 2016



Present:

Hank Hubbell, Gary Hegeman, Barry Loveland, Stan Muzatko (County Board Rep.), Kathy Tober (Town of Troy Rep.). Mike Poliak and another individual were also in attendance.

1. Meeting called to order at 11:00'am.
2. **APPROVAL OF MINUTES**
May 14, 2016 Meeting
Motion for approval of the minutes of the May 14, 2016 meeting by Stan Muzatko, 2nd by Kathy Tober. Motion approved.
3. **TREASURER'S REPORT**
Barry Loveland reviewed the Treasurer's Report (attached). Barry noted additional expenditures that are projected to occur the remainder of FY 2016 include payments for liability insurance, lake treatment, lake habitat items and septic pumping. It is anticipated approximately \$3,000 in retained earnings will be carried over to FY 2017. Motion for approval of the Treasurer's Report by Gary Hegeman, 2nd by Stan Muzatko. Motion approved.
4. **CHAIRPERSON'S REPORT**
Water Quality: Hank Hubbell reported that some lake plants recently released spores causing the water to appear cloudy and yellow, with visible streaks in some areas of the lake. This is a natural process, and Hank noted there is only a short-term effect from the spore release.
5. **OLD BUSINESS**
 - a. **Treatment of Euraisan Water-Milfoil:** Hank Hubbell indicated Lake and Pond Solutions Co. has completed the GPS mapping survey of the lake and discovered more Euraisan water-milfoil than expected, possibly as much as 20 acres. If we treat over 10 or more acres we need to have a recent (within 5 years) lake management plan that addresses aquatic plant management. Because our lake management plan is over 5 years old, we have submitted an application to treat 9 acres. This application has been approved but the DNR will do an on-site inspection prior to the treatment, currently scheduled for June 30, 2016. Lake and Pond Solutions would like to do the treatment the same day, but the Board felt it would be better to wait until after the July 4th holiday. Hank will contact Lake and Pond Solutions to schedule a treatment date after July 4, 2016. Hank also noted the DNR has offered to meet with the District to discuss the requirements for the development of a lake management plan that covers aquatic plant management.
 - b. **Lake Habitat Improvement:** Mike Poliak and the Commissioners discussed three lake habitat improvement initiatives:



Fishing Rule Changes Proposed to the Conservation Congress: Mike Poliak and Kathy Tober reported the following proposed fishing rule changes have been approved by the Conservation Congress;

1. Bass – Change present rule of minimum length of 14", daily bag limit of 5 to no minimum length but no Bass kept between 14" and 18", daily bag limit of 5.
2. Northern – Change present rule of minimum length of 26", daily bag limit of 2 to minimum length of 32", daily bag limit of 1.
3. Panfish – Change daily bag limit of 25 to daily bag limit of 25 but no more than 10 of any species.

The approved rule changes will be submitted to the Warm Water Committee and then to the DNR for final approval and implementation. It is anticipated the DNR will approve the rule changes but it probably will not be effective until the 2018 season.

- Introduction of 10" to 12" Northern Fingerlings: Mike Poliak reported arrangements have been made with Gollon Bait and Fish Farm, Dodgeville, WI to plant 100 Northern fingerlings. The fingerlings will be planted late September or early October 2016.

- Placement of Fish Cribs: Mike Poliak indicated he has built three fish cribs and is experimenting and testing the design of these cribs. Once his testing is completed, he recommended we place 30 cribs this year in 10 groupings of three cribs each. Prior to the placement of cribs we will need to get the appropriate DNR permit(s). Mike also noted there are a number of vendors who sell pre-fabricated cribs, and we may wish to consider a combination of pre-fabricated cribs and ones built by the District.

c. FY 2017 BLMD Annual Budget: Barry Loveland presented and the Board discussed the proposed FY 2017 Budget (attached). The proposed budget calls for total expenditures of \$24,700 with a tax levy of \$230 (same levy as 2016). The Commissioners discussed the proposed budget and felt additional funds need to be allocated to Lake Management (up to a total of \$9,000) due to increasing costs related to the treatment of the Eurasian water-milfoil. To off-set this increase, the proposed expenditures for the Legal and Professional fund will be reduced to \$500. Motion by Barry Loveland, 2nd by Gary Hegeman, to approve presenting a proposed FY 2017 Budget calling for total expenditures of \$24,700 and a property tax levy of \$230 to the membership for approval at the July 24, 2016 Annual Meeting. Motion approved.

d. July 24, 2016 BLMD Annual Meeting Proposed Agenda: Gary Hegeman presented a proposed agenda (attached) for the Annual Meeting. The agenda was accepted with the following changes noted: delete the agenda item for Annual Audit Report as a volunteer is still needed to complete the audit; update FY 2017 budget figures; and add a presentation on Boating Safety.

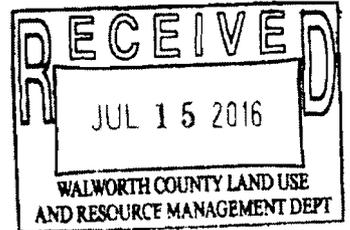
6. NEW BUSINESS

a. Fishing Rule Changes Proposal: Inasmuch as the proposed fishing rule changes have been approved by the Conservation Congress, there does not appear to be a need to petition the Town of Troy Board to consider adopting an ordinance to implement these changes. The Board will reconsider this option if the proposed fishing rule changes don't received final DNR approval.

7. PUBLIC COMMENTS: The other individual present (John Kendall, Town of Troy Board Chair) requested the District consider making a presentation to Booth Lake residents on Lake Safety. This will be included in the Boating Safety presentation at the Annual Meeting.

8. Motion to adjourn the meeting by Barry Loveland, 2nd by Gary Hegeman. The meeting adjourned at 12:25 pm. The next Board meeting will be held Sunday, July 24, 2016 after the Annual Meeting.

Respectfully submitted by
Gary Hegeman – BLMD Secretary

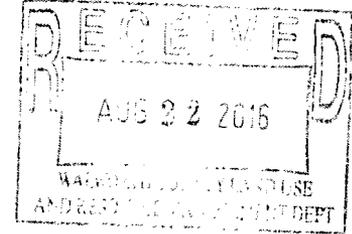


HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

Burlington, WI 53105



Commissioner's Meeting June 21, 2016

Chairman Lutz called the meeting to order at 7 p.m. at the Rochester Village Hall. Commissioners present were John Lutz, Joseph Kolosso, Shelley Hildebrandt, and Robert McIndoe. Kathy Aron of Aron & Associates was also in attendance to provide information regarding the weed project.

The minutes of the May 17, 2016 meeting were read. A motion to approve the minutes as presented was made by Joseph Kolosso, seconded by John Lutz, and carried.

The treasurer's May 2016 report was read. A motion to approve the treasurers report was made by Robert McIndoe, seconded by John Lutz, and carried.

OLD BUSINESS

- Deputy Milam reported that she had issued two citations for abandoned vehicles, and one citation for operating an ATV in the water. She also reported that a person had been bit by a dog in the Racine County portion of the Lake District.
- Regarding a reoccurring issue of people parking overnight within or partially within the roadways, it was decided to draft a letter to be mailed with the annual meeting notice explaining that no overnight parking is permitted on or within the right of way of roadways. If necessary, signs may be posted at the entrances to the Lake District.
- Chairman Lutz is going to meet with the asphalt contractor regarding the repairs to County Line Blvd. next week. Any alterations to DelMonte Blvd. are on hold until further information regarding the Leonard property is obtained.
- No action was taken regarding the tree within the right-of-way on Kenmore Avenue that is leaning towards a residence.
- There are no updates regarding repairs to the drawdown device.
- Kathy Aron, a private lake management consultant, had viewed the weed problem on Honey Lake and discussed various issues with the Lake District. She indicated that she did not believe that a full lake survey and management plan was necessary at this time, but recommended that a limited survey of the Curly Leaf Pondweed be performed so that an accurate treatment/removal estimate

**Commissioner's Meeting
June 21, 2016**

could be obtained. She indicated that she could perform the limited survey for a few hundred dollars, or that a weed removal contractor may do the survey at no cost.

According to the DNR, weed removal could be performed by hand pulling or using chemical treatments. Ms. Aron indicated that in her experience hand pulling of the weeds is of limited value, especially in shallow water, due to environmental conditions, and cost, which is typically \$200 per hour.

Subsequently, Mr. Brian Sufforn of Marine Biochemists was contacted and he performed a Curly Leaf Pondweed survey on Honey Lake on June 10, 2016. A limited report was provided, along with a cost estimate for treatment. The full survey will be provided at no cost if Marine Biochemists are subsequently hired for the weed removal project. Mr. Sufforn recommended treating the water with Aquathol-K using concentrations between 0.5 parts per million (ppm) to 1.5 ppm. He provided costs for either a whole lake treatment or a limited treatment of select areas. The first option, treatment of approximately 41.5 acres, with an average depth of 3.5 feet, would range from \$6,931.00 to \$9,263.00 depending on the concentration used. The limited treatment of 2300 lineal feet of shoreline areas within 150 feet of the developed shoreline, an area of approximately 7.9 acres, would cost between \$2,814.00 and \$3,825.00. He recommended that higher concentrations be used due to the high water flow in Honey Lake.

Ms. Aron also indicated that a permit will need to be prepared and submitted to the DNR for approval in February, prior to any treatment next spring. Treatments are typically done in May. The DNR permit cost is \$50 per acre. She recommended applying for a whole lake permit, if possible, so that either treatment option will be available if the permit is approved. However, it's possible that the DNR would require a full survey and management plan for a whole lake treatment permit; therefore, a spot treatment may be more cost effective. The permit will need to be renewed every year. Given Ms. Aron's experience, the Lake District plans to hire Ms. Aron to prepare and submit the permit, which would cost less than \$500.

Typically, there would be a 24-hour swimming restriction following treatment, though this is not required by the manufacturer. There are no known adverse effects to fish or other wildlife. Aquathol-K will kill other native pondweeds; however, as Curly Leaf Pondweed grows best in cold water, treatments can be scheduled prior to the emergence of native pondweeds.

- At the annual meeting the Lake District plans to propose establishing a second non-lapsing fund specifically to provide continued funds for on-going weed treatments and related lake management issues as needed. The current non-lapsing fund is specifically restricted to dam maintenance. The monies approved for weed treatment at last years' meeting could be placed into the new fund, if established. The Lake District would also propose to treat the two most effected lakes; Honey Lake and DelMonte Lake. Therefore, the costs would be somewhat more than that quoted. Marine Biochemists will be contacted for an estimate of the additional costs. Treatment is not necessarily required at every lake every year. Ms. Aron will prepare a table of the potential costs.

**Commissioner's Meeting
June 21, 2016**

NEW BUSINESS

➤ JUNE BILLS SUBMITTED AS FOLLOWS:

Commissioner compensation	John Lutz	\$200.00
Commissioner compensation	Shelley Hildebrandt	\$175.00
Commissioner compensation	Joseph Kolosso	\$175.00
Beaches/Parks/Trees	Cutting Edge Lawn Maintenance and Landscaping	\$290.00
Office Supplies/Mailings	US Postmaster	\$188.00
Beaches/Parks/Trees	John Lutz	\$12.99
Office Supplies/Mailings	Shelley Hildebrandt	\$44.97

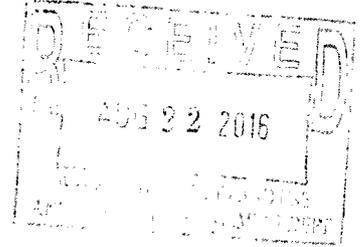
A motion to approve the bills was made by Robert McIndoe, seconded by John Lutz, and carried.

- A motion to adjourn, subject to recall, was made by Robert McIndoe, seconded by Joe Kolosso, and carried at 8:40 P.M.

Respectfully submitted,



Shelley Hildebrandt, Secretary
HLPRD



Honey Lake Protection & Rehabilitation District

Treasurers Report

June 2016

Joseph Kolosso

Treasurer

Honey Lake Protection and Rehabilitation District
Regular Checking-June 2016-For Fiscal Year 2015-2016

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Category</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
6/1/2016			Starting Balance			\$14,494.88
6/18/2016		Judith Correll	Canceled Check/Payment #4369		\$175.00	\$14,669.88
6/21/2016	4402	John Lutz	Commissioners Compensation	\$200.00		\$14,469.88
6/21/2016	4403	Shelley Hildebrandt	Commissioners Compensation	\$175.00		\$14,294.88
6/21/2016	4404	Joseph Kolosso	Commissioners Compensation	\$175.00		\$14,119.88
6/21/2016	4405	Cutting Edge Lawn Maintenance & Landscaping	Mowing & Trimming 5/29/15 Beaches/Parks/Trees	\$290.00		\$13,829.88
6/21/2016	4406	Postmaster	400 Forever Stamps Office Supplies/Mailings	\$188.00		\$13,641.88
6/21/2016	4407	HLPD	Transfer to Payroll Account	\$1,200.00		\$12,441.88
6/21/2016	4408	John Lutz	Beaches/Parks/Trees-Supplies	\$12.99		\$12,428.89
6/21/2016	4409	Shelley Hildebrandt	Office Supplies-Ink	\$44.97		\$12,383.92
6/30/2016	Deposit	Chase Bank-Interest	Interest		\$0.11	\$12,384.03
6/30/2016			Ending Balance			<u>\$12,384.03</u>

Honey Lake Protection and Rehabilitation District

Payroll Checking-June 2016-For Fiscal Year 2015-2016

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
6/1/2016		Starting Balance			\$8,457.15
6/1/2016	1299	Kenneth Moser	\$384.17		\$8,072.98
6/6/2016	1300	Graham Morgan	\$147.14		\$7,925.84
6/20/2016	1301	Graham Morgan	\$159.70		\$7,766.14
6/20/2016		Transfer from Regular Checking		\$1,200.00	\$8,966.14
6/30/2016	Deposit	Chase Bank-Interest		\$0.07	\$8,966.21
6/30/2016		Ending Balance			<u>\$8,966.21</u>

Honey Lake Protection and Rehabilitation District

Non-Lapsing Fund-June 2016-For Fiscal Year 2015-2016

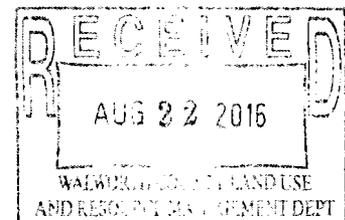
<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
6/1/2016		Starting Balance			\$75,003.68
6/30/2016	Deposit	Chase Bank-Interest		\$0.61	\$75,004.29
6/30/2016		Ending Balance			<u>\$75,004.29</u>

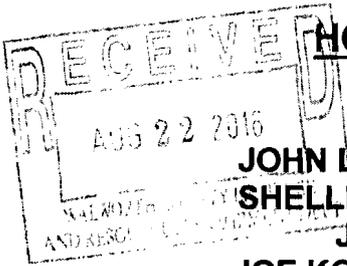
AUGUST 18, 2016

Sheriff,

Enclosed are copies of the June 2016 meeting minutes and June 2016 Treasurer's report as passed out at the July 19, 2016 Honey Lake Protection and Rehabilitation District meeting. I was hospitalized during the month of July and therefore was unable to attend that meeting.

Robert E. McIndoe





HONEY LAKE PROTECTION AND REHABILITATION DISTRICT

BOARD OF COMMISSIONERS

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

SHELLEY HILDEBRANDT: SECRETARY; (appointed 12/15/15 for the balance of Judith Correll's term, expiring 8/17, after Ms. Correll resigned 12/15)

JOE KOLOSSO: TREASURER; (re-elected for 3-year term, 8/24/15)

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.

AUGUST 16, 2016 MONTHLY MEETING

Present: Lutz, McIndoe, Kolosso, Hildebrandt, Weinkauf, Trimberger

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

Secretary Hildebrandt read the minutes of the July 19, 2016 meeting which were subsequently approved. Treasurer Kolosso read the July, 2016 Treasurer's Report which was subsequently approved. (Copies of minutes and Treasurer's report attached.)

Old Business:

Chairman Lutz reported that the fallen box elder trees reported in the July meeting have been removed. The repairs to County Line Blvd. are scheduled to be completed on August 17, 2016. Nothing new has been heard from Jeff Johnson on the repairs to the drawdown device.

The reported large pot hole on Miller Road will be repaired by Ken Moser.

July meeting minutes indicated that the estimated cost for trimming trees and brush plus spraying weeds within the right-of-way on West Lakeshore Drive was \$3,750. There now appears to be some question about those charges, for Chairman Lutz has been advised that these were NOT the total charges, but were charges "per side". Chairman Lutz will meet with Bienemann's Tree Service to clarify and resolve.

New Business:

Parking on District roads continues to be a problem, especially overnight. This will be discussed at the annual meeting on August 28th.

Also to be discussed and resolved at the annual meeting will be the need for a 2nd "non-lapsing" fund estimated to be set at \$25,000 to cover ongoing costs for weed treatment and related lake management issues.

Chairman Lutz reported that the maintenance employee, Graham Morgan, is doing quite well.

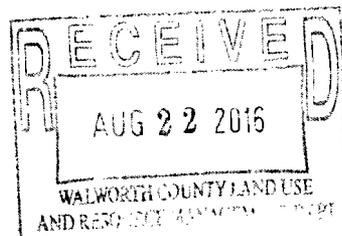
Treasurer Kolosso read the bills ready for payment, with a payment motion made/seconded.

With no further items to address, a motion was made & seconded to adjourn at 7:45 p.m.

Respectfully submitted,



Robert E. McIndoe 08/16/16

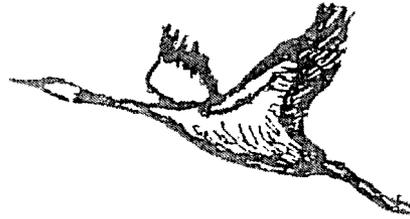


HONEY LAKE

Protection and
Rehabilitation District

P.O. Box 565

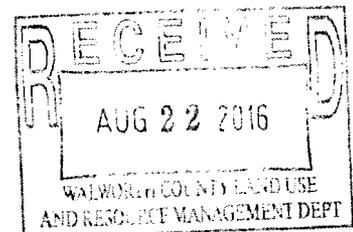
Burlington, WI 53105



COMMISSIONER'S MEETING
ROCHESTER VILLAGE HALL
300 W. SPRING STREET
August 16, 2016

AGENDA

1. CALL MEETING TO ORDER
2. SECRETARY'S REPORT: July 19, 2016
3. TREASURER'S REPORT: July 2016
4. OLD BUSINESS
 - 4.1 Drawdown Structure repairs
 - 4.2 Invasive Weed Removal Project
 - 4.3 Maintenance issues: repairs to County Line Blvd.;
Kenmore Avenue tree; Miscellaneous maintenance of District lands
 - 4.4 Abandoned vehicles and unmaintained properties
5. NEW BUSINESS
 - 5.1 Monthly Bills (August)
6. ADJOURN

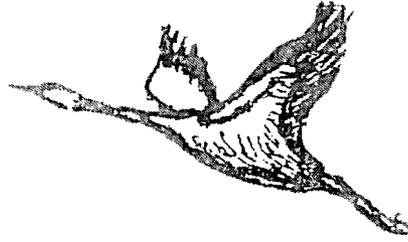


HONEY LAKE

**Protection and
Rehabilitation District**

P.O. Box 565

Burlington, WI 53105



Commissioner's Meeting July 19, 2016

Chairman Lutz called the meeting to order at 7 p.m. at the Rochester Village Hall. Commissioners present were John Lutz, Joseph Kolosso, Shelley Hildebrandt, Donald Trimberger and Mike Weinkauf.

The minutes of the June 21, 2016 meeting were read. A motion to approve the minutes as presented was made by Mike Weinkauf, seconded by Donald Trimberger, and carried.

The treasurer's June 2016 report was read. A motion to approve the treasurer's report was made by Mike Weinkauf, seconded by Donald Trimberger, and carried.

Deputy Milam attended the meeting and reported that she had responded to a house on Ravine Drive that had no utility service.

OLD BUSINESS

- Chairman Lutz met with the asphalt contractor regarding the repairs to County Line Blvd. The project was missed previously by the contractor but is still on the schedule. Chairman Lutz requested that it be completed prior to the annual meeting on August 28th. Mr. Weinkauf indicated that there should be no charge for the repairs as the work had already been paid for during the initial paving project.
- A Boxelder tree within the right-of-way on Kenmore Avenue fell down during a storm and damaged a pool and shed. The insurance company for the Lake District will cover the damages to the pool and shed, but not the costs for removal of the tree. Another Boxelder tree fell across Kenmore Avenue in a storm. The removal of the fallen trees was performed by Bienemann's Quality Tree Service.
- There are no updates regarding repairs to the drawdown device.
- Kathy Aron, a private lake management consultant, provided a table of potential expected costs for weed removal in the first year. She was invited to speak about the weed problem on the lakes at the annual meeting. A brief review of the information presented in the June meeting was performed to update the representatives of Spring Prairie and the Town of Rochester, who were not in attendance in June.

Commissioner's Meeting
July 19, 2016

- Chairman Lutz will meet with Donald Trimberger of the Town of Spring Prairie regarding abandoned vehicles and unmaintained properties within the Lake District in Walworth County. Mr. Trimberger will then notify the Sheriff of the problems, so that citations or other actions may be taken.
- A concrete parking pad with a curb was installed within the right of way of West Lakeshore Drive by a private homeowner. The homeowner will be notified that the Lake District will not be responsible for maintaining the area, or for any damages that may occur from maintenance that is performed, as the concrete was placed partially within the right of way and without obtaining a permit.
- Chairman Lutz will draft a notice to be presented at the annual meeting explaining that no overnight parking is permitted on or within the right of way of roadways within the Lake District.

NEW BUSINESS

- An estimate was obtained by Bienemann's Tree Service to trim trees and brush and spray weeds within the rights-of-way of Lake District roads. The estimate for West Lakeshore Dr. was \$3,750, although the estimate wasn't clear regarding which roads were included within that cost. However, East and West Lakeshore Drives are owned by their respective towns, which may share in the costs or may be responsible for the maintenance.
- A large pothole was observed on Miller Road, approximately 75 feet south of CTH FF. Chairman Lutz and Mike Weinkauff of the Town of Rochester will check into the issue.
- Chase Bank requested that Chairman Lutz, Treasurer Joseph Kolosso, and Secretary Shelley Hildebrandt meet at the bank to change the access permissions to the safe deposit box. The insurance company will also need to be contacted to change their information regarding the change of secretaries.
- Chairman Lutz contacted Ken Moser to mow the dikes and berm and clean the exit culvert of Tahoe Lake.
- At the annual meeting the Lake District plans to propose establishing a second non-lapsing fund specifically to provide continued funds for on-going weed treatments and related lake management issues as needed. The current non-lapsing fund is specifically restricted to dam maintenance. The monies approved for weed treatment at last years' meeting could be placed into the new fund, if established, so that taxes will not be raised for the coming year. A motion to present the proposed 2016-2017 budget of \$57,550 at the annual meeting, with the new non-lapsing fund, was made by Mike Weinkauff (seconded by Donald Trimberger, and carried. *ERROR, 5/3 \$60,900*)
- A motion to approve the tax levy of \$48,511 was made by Mike Weinkauff, seconded by Donald Trimberger, and carried. *ERROR, 5/3 \$48,510*

**Commissioner's Meeting
July 19, 2016**

➤ JULY BILLS SUBMITTED AS FOLLOWS:

Commissioner compensation	John Lutz	\$200.00
Commissioner compensation	Shelley Hildebrandt	\$175.00
Commissioner compensation	Joseph Kolosso	\$175.00
Commissioner compensation	Donald Trimberger	\$25.00
Commissioner compensation	Mike Weinkauff	\$25.00
WLP/Conventions/Meetings	Walworth County Lakes Association	\$50.00
Beaches/Parks/Trees	Cutting Edge Lawn Maint. & Landscaping	\$435.00
Beaches/Parks/Trees	Bienemann's Quality Tree Service LLC	\$1,970.00

A motion to approve the bills was made by Mike Weinkauff, seconded by Donald Trimberger, and carried.

- A motion to adjourn, subject to recall, was made by Mike Weinkauff, seconded by Donald Trimberger, and carried at 8:10 P.M.

Respectfully submitted,



Shelley Hildebrandt, Secretary
HLPRD

Honey Lake Protection & Rehabilitation District

Treasurers Report

July 2016

Joseph Kolosso

Treasurer

Honey Lake Protection and Rehabilitation District

Regular Checking-July 2016-For Fiscal Year 2016-2017

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Category</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
7/1/2016			Starting Balance			\$12,617.80
7/19/2016	4410	Cutting Edge Lawn Maintenance & Landscaping	Beaches,Parks & Trees 6/1,6/15 & 6/30 \$145 ea.	\$435.00		\$12,182.80
7/19/2016	4411	Walworth County Lakes Assoc.	WLP/Conventions/Meetings Annual Membership Dues	\$50.00		\$12,132.80
7/19/2016	4412	Bienemann's Quality Tree Service	Beaches,Parks & Trees Storm Damage-Tree & Limb	\$1,970.00		\$10,162.80
7/19/2016	4413	John Lutz	Commissioners Compensation	\$200.00		\$9,962.80
7/19/2016	4414	Shelley Hildebrandt	Commissioners Compensation	\$175.00		\$9,787.80
7/19/2016	4415	Joseph Kolosso	Commissioners Compensation	\$175.00		\$9,612.80
7/19/2016	4416	Donald Trimberger	Commissioners Compensation	\$25.00		\$9,587.80
7/19/2016	4417	Mike Weinkauf	Commissioners Compensation	\$25.00		\$9,562.80
7/28/2016	4412	Bienemann's Quality Tree Service	Rochester Roads Del-Monte Dr. Maintenance	\$875.00		\$8,687.80
7/29/2016		Chase Bank-Safe Deposit Box Fee	Miscellaneous	\$80.00		\$8,607.80
7/31/2016	Deposit	Chase Bank-Interest	Interest		\$0.09	\$8,607.89
7/31/2016			Ending Balance			<u>\$8,607.89</u>

Honey Lake Protection and Rehabilitation District

Payroll Checking-July 2016-For Fiscal Year 2016-2017

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
7/1/2016		Starting Balance			\$8,966.21
7/2/2016	1302	U.S. Treasury-2nd Q 941	\$189.25		\$8,776.96
7/5/2016	1303	Graham Morgan	\$188.63		\$8,588.33
7/18/2016	1304	Graham Morgan	\$164.54		\$8,423.79
7/31/2016	Deposit	Chase Bank-Interest		\$0.07	\$8,423.86
7/31/2016		Ending Balance			<u><u>\$8,423.86</u></u>

Honey Lake Protection and Rehabilitation District

Non-Lapsing Fund-July 2016-For Fiscal Year 2017

<u>Date</u>	<u>Number</u>	<u>Transaction</u>	<u>Payment</u>	<u>Deposit</u>	<u>Balance</u>
7/1/2016		Starting Balance			\$75,004.29
7/31/2016	Deposit	Chase Bank-Interest		\$0.59	\$75,004.88
7/31/2016		Ending Balance			<u><u>\$75,004.88</u></u>

DRAFT 7/9/16

PLEASANT LAKE PROTECTION & REHABILITATION DISTRICT
ANNUAL MEETING & BUDGET HEARING
CAMP POTTAWATOMIE HILLS, WENDAT LODGE
N8005 PLEASANT LAKE ROAD, EAST TROY, WI 53120
SATURDAY, JUNE 25, 2016, 9:02 AM

District Commissioners Present: Dave Stamm (chair #1, 2018), Ryan Mertes (treas #3, 2017), Marcia Sahag (sec #4, 2016), Peter Schuler (#5, 2016), Phil Holland (#2, 2018), Don Sukala (Town), Bob Arnold (County)

District Commissioner Absent:

District Commissioners were introduced. Mike Foley attended for the first time for the Judys, PL 74.

1. Agenda: Motion to approve the Agenda with switching the order of items #7 and #8 to have the "Aquatic Plant Management Plan update report" come before the "Annual resolution authorizing additional project spending" (Ryan/Marcia). Motion carried, none opposed.
2. Commissioner Elections for 2 positions with terms ending 2019: Phil Holland explained the numbering system of commissioner positions on the Board. Motion to nominate Marcia Sahag as a candidate for Board Commissioner position #4 with term ending 2019 (Peter Schuler/Ryan Mertes). Motion carried, none opposed. No other nominations. Motion to close the nominations for position #4 (Peter/Don). Motion carried, none opposed. The election committee of Tom Short, Tracy Marconnet, Sue Short, Nancy Meyer, assisted by Anne Goodwin collected and tabulated the ballots. The results were 39 votes for Marcia Sahag, none in opposition. Motion to nominate Peter Schuler as a candidate for Board Commissioner position #5 with term ending 2019 (Patti Behrens/Butch Meyer). Motion carried, none opposed. No other nominations. Motion to close the nominations for position #5 (Butch Meyer/Dave Stamm). Motion carried, none opposed. The election committee collected and tabulated the ballots. The results were 42 votes for Peter Schuler, none in opposition.
3. Approval of Minutes of 8/22/15: Motion to approve the Minutes of 8/22/15 (Patti Behrens/Paul Higdon). Motion carried, none opposed.
4. Treasurer's Report: Ryan explained the reasons for the difference in the cash balances from the 8/22/15 annual meeting balance of \$80,551.40, the 12/31/15 year-end balance of \$36,354.38, and the 6/15/16 balance of \$44,820.85. The significant cash decrease from 8/22/15 to 12/31/15 was due to the drain construction costs of \$36,600.00 and drain related costs of \$5360.00. That was about 98% of the cash withdrawal during that period of time. Such expenditures are not typical for Pleasant Lake. As of 6/15/16, the balances are: checking account \$25,468.95, money market account \$17,123.45 and grant fund \$2,228.45, for a total of \$44,820.85. Expenditures for 2016 have be little so far. The largest cost this year was \$4000.00 for the Aquatic Plant Management Plan Update. The final installment from property tax collection of about \$9000.00 is coming. There were no questions. Motion to approve the Treasurer's report (Dave Stamm/Anne Goodwin). Motion carried, none opposed.
5. Audit Report: Paul Higdon, chairman of the Audit Committee, acknowledged committee members Sue Short, Patti Behrens, Cheri Scharbach and Jim Allen for their work and read the audit report. "On April 10, 2016, the Audit Committee of the Pleasant Lake District Board reviewed the 2015 books and supporting records for the District. We found all documents to be accurate and in good order. We would like to commend outgoing Treasurer, Ted Slupik, and current Treasurer, Ryan Mertes, for the fine manner in which they maintain the accounts of District." The books are kept to a professional standard and support Ryan's analysis and report. Motion to approve the audit report (Phil Holland/Matt Goodwin). Motion carried, none opposed.
6. Drain (Flood Control System) Report: Dave reported that pictures showing the construction process are displayed. Construction began September 22, 2015, and was completed October 7, 2015. The system is functioning as it should and is maintaining the high water mark. Gauges were installed on November 3, 2015. One is on the inlet structure and one is on Mike Yunker's pier in the Bay.
7. Aquatic Plant Management Plan Update Report: Phil Holland reported that the report, "A Lake Protection and Aquatic Plant Management Plan for Pleasant Lake", done every 5 years, was completed by the

Southeastern Wisconsin Regional Planning Commission (SEWRPC) this year. Two copies of the report are available for review by District members. SEWRPC representative Anna Cisar presented the final report to the District Board earlier this year. Key points about aquatic plant management are that there are 18 different aquatic plants in Pleasant Lake. This diversity is significant for a lake this size and is a crucial part of the lake's healthy condition. The native plants need to be protected and the non-native species such as Eurasian Water Milfoil and Curley Leaf Pondweed need to be managed. Pleasant Lake uses chemical treatment that specifically targets the invasive species. Roy Carlson of Lake and Pond Solutions that provides this service, did the annual pre-treatment survey in early June and stated that the lake is in great shape with the presence of Eurasian Water Milfoil and Curly Leaf Pondweed being limited. The survey is done of the entire lake. The areas of Eurasian Water Milfoil were treated on June 20, 2016. The notice and map delineating the treatment areas along the shoreline in the east Bay and the small area by the Wisconsin Girl Scout Camp were sent out to all District members prior to treatment. There is concern that the lily pads' flowers have been cut. The DNR wants the lily pads protected. People should document and report any damage to the DNR warden. It is possible damage was done by carp fishermen. An electronic link to the SEWRPC Plan Update report was sent out earlier in the year, but it will be sent out again upon request. Ryan Mertes summarized SEWRPC's opinion that the lake is in excellent condition and reported Bay Exploration Committee suggestions for protecting the lake: 1. Preventing run-off; 2. Preventing yard waste from entering the lake; 3. Allowing fallen trees to remain in the water as fish habitat; 4. Protecting the lily pads; 5. Recognizing cattails as a protected species and not cutting them without a DNR permit. The DNR may issue a permit for access reasons for kayaks; 6. Healthy Lake Initiative grants are available but are very restrictive. Access to more information is available.

8. Annual resolution authorizing additional project spending if needed: Peter explained that this has been a resolution for the District for years with different amounts. Last year the limit was increased to \$10,000.00. The reason is to be able to carry out unpredictable events in a timely manner between annual meetings. Motion to adopt the resolution for 2017 authorizing the District Board of Commissioners to approve or disapprove additional projects having a total cost to the District not to exceed \$10,000.00 for all projects and to enter into contracts accordingly (Peter Schuler/Anne Goodwin). Motion carried, none opposed.
9. Bay Exploration Committee Report: Ryan as chairman of the Bay Exploration Committee reported the purpose, goals and progress of the committee. The committee was formed last year to give representation to the concerns of the Bay residents following the repair of the lake drainage system and to forward those issues to District members. There are 11 committee members including the chairman. To date, they have met 6 times and once with the DNR. The number 1, unanimous committee priority is access from the Bay to the lake. The concern is that if drought conditions exist, they will lose access to the lake. Other priorities are sedimentation control, vegetation control, access from the big Bay to the little bay and access from the lake to the little bay. They are in the investigative stages.
 - a. Entrance from Bay to the lake: According to DNR standards, any dredging requires a DNR permit. Dredging would not be considered unless the water depth is 24 inches or less from the High Water Mark. The concern is that in late summer the water will be at the lowest level and lake access will be prevented. Committee members are working to contact dredging companies to get an estimate of what is involved to make the Bay entrance deeper to increase the ability to get in and out of the Bay and then to get DNR permission. Dredgers have been difficult to contact. The DNR estimate of cost is from \$75.00 to \$100.00 per square yard. Dredging is a very involved process. The committee is looking for a win/win scenario for the District. They are in the research phase.
 - b. Big Bay to Little Bay access: The vegetation makes access difficult. The DNR would issue a permit to open a path for kayaks. The little bay is home to lots of wildlife.
 - c. Lake to Little Bay access: There used to be a low spot to get through. The DNR will not allow the District to make it deeper. The land belongs to the Chicago Girl Scouts and only they can petition the DNR to do so.
 - d. Sediment and muck control: The committee is researching methods to reduce the amount of muck. According to the DNR the annual accumulation of sediment is millimeters. The committee is working to track the water depth with GPS to establish a clear benchmark and data.

The committee plan is to come to the District at the 2017 annual meeting with a plan and with costs to get permission to do something. They will provide a dredging analysis of costs and options and other pertinent data; methods for sediment reduction and control; and weed control. They ask that people not go back into the bay to prevent milfoil fragmentation and spreading.

10. Goose Control Report: Dave reported the District received the Department of Agriculture depredation permit for goose egg oiling and the permit for goose round-up. Eggs were oiled in mid-April by Ryan Mertes and Tomm Girman. There were 4 nests, and 15 eggs were oiled. Egg oiling is effective. There are not enough geese for a round-up which requires 25 to 50 geese to be viable. Right now the goose population is small.
11. Weed Control Report: Dave reported that the lake is in great condition. We have a good company to work with for weed treatment. We must stay pro-active in managing invasive plant species. (See agenda item 7 for this year's specifics.)
12. Approval of 2017 budget and tax levy: Ryan reviewed the proposed 2017 budget. The tax levy that was increased last year to \$24,000.00 is the same. The budget line item for contingency was increased for some possible costs such as those related to the drain on the Kessel property. Insurance was increased 4%. Drain maintenance remained the same. Legal fees were decreased. Weed control was decreased to reflect costs closer to past years' actual expenses. In answer to a question, Ryan reviewed the situation with the Kessel property. As of 1975, the Town of LaGrange holds the easement for the drain on the Kessel property as a favor to Pleasant Lake property owners since the District did not exist at that time. In the 1990's, someone broke the drain causing the water to flow into areas not covered by the easement. The Kessels want the drain fixed. The District was advised that a trench (or swale) would be the best solution. Using a pipe was not recommended. After last year's annual meeting, the District notified the Kessels of the District's willingness to work out a solution to the drainage issue along the lines recommended by the District's consultants. The last communication with the Kessels, was last year and indicated that they are thinking about it. So that's where it has been left. Motion to approve the proposed Budget and Tax levy for year ending December 31, 2017, as presented with a tax levy of \$24,000.00 and with the balance coming from reserves (Marcia Sahag/Dave Stamm). Motion carried, none opposed.
13. Other business for discussion: Dave requested volunteers stay for clean-up after the POA meeting and lunch.
14. Adjourn: Motion to adjourn at 9:55 am (Patti Behrens/Barb Girman). Motion carried, none opposed.

Respectfully submitted,
Marcia M. Sahag, secretary
PLPRD



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT



P.O. Box 301
Whitewater, WI 53190

MINUTES June 9th, 2016

Revised 6-18--16

The June 9th 2016 Whitewater/Rice Lakes Management District board meeting was called to order at 6:00 PM by Chairmen Rich Charts. Board members present were, Chuck Chamberlain, Larry Brady, Brad Corson, Ernie Roy and Norm Prusener Town Representative.

Board Members Absent – Jerry Grant, Walworth County Appointee

Guest Present – Bernie Tangney

Standing Teams Present – None

Standing Teams Absent – Tom Ganfield, Tom Potrykus, Dave Clevon

Shoreline Management Team- Present Gerhard, Theresa Stegemann , Absent

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

Rich announced changes to the agenda regarding preview of the SEWRPC Plant Management Plan, Luke Roffler not in attendance, newsletter under 2016 schedule, Bernie under old business and Shoreland Initiatives under other business, A motion was made by Larry to accept these changes, and seconded by Chuck. Motion Carried

The May 12th, 2016 minutes will be approved at the July 14th 2016 meeting.

Public Input – None

COMMISSIONER REPORTS

Secretary – Ernie reported the 1st draft of the Aquatic Plant Management Plan was received and the books were given out to the board members prior to the meeting for review. Discussion followed with input from board members recommending the necessary changes that need to be made. Chuck and Ernie will work together during the next month finalizing the changes that need to be made and report back to the board at the July meeting for approval. The grant for the Aquatic Plant Management Plan has been extended until December 2016.

Finance –Brad reviewed the expense handout with the board. The May expenses totaled \$5,858.58 Larry motioned to accept the expenses as presented, seconded by Chuck. Motion Carried. Brad briefly reviewed the 10 year capital fund plan. He also reported that as of May 31st, 2016, \$277 had been collected from the launch fee collection boxes.

Weed – Larry reported the 5 year weed harvesting permit was received via e-mail and given to Susie for filing. The board suggested that the new transport be removed from J & T's public pier and be tied up with our other equipment. Harvesters can cut 3' deep in the South Bay until the end of June. Cutting to 5' deep can occur after that.

Chemical – Ernie reported chemical spraying was successful.

Bog – No formal report

Equipment –Chuck reported he has applied for the final grant payment for the collection fee boxes. He will be attending a weed seminar in Lake Mills this month. Chuck and Rich attended the Richmond Town Board meeting in May.

Wildlife Management – Rich reported the US Wildlife agents have killed more cormorant birds and they seem to be eliminated on Bird Island.

Fish – Luke Roffler will be attending one of our future meetings.

Safety – Larry reported 14 people attended the Boaters Safety training that was held May 14th and 15th.

Water Quality – Ernie has submitted Amy Kay's water quality report to Tom Ganfield.

Lake Shore Management –Three packets have been given to new residents. Notification of home closings have been minimal and Theresa is looking for new ways to find out when new residents move into the area.

Audit – Brad will contact Dominick as the books are ready for audit.

2016 Schedule – Summer newsletter articles need to be in by the next meeting. Printing and mailing needs to happen the 3rd week in July. The annual meeting is scheduled for August 27th, 2016.

AIS – No report

OLD BUSINESS –Norm reported buoys have been placed on Whitewater Lake and the buoys on Rice Lake are not numbered. Deputy Shawn Blanton and Bernie will move the buoys on Rice Lake for proper placement.

NEW BUSINESS – Chuck received a phone call from a ski team member asking if their team boats need to pay a launch fee. Discussion followed with a motion made by Chuck to wave launch fees for team boats launching at the designated three launch sights, seconded by Larry. Motion Carried.

OTHER BUSINESS – Rich led a discussion regarding a brochure on Wisconsin Shoreland Initiative advocating for Wisconsin Lakes and Rivers.

Larry motioned to adjourn the meeting, seconded by Chuck Meeting adjourned at 8:35 PM

Next Meeting: July 14th, 2016 at 6 PM Respectfully Submitted Susie Speerbrecher, Clerk



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES May 12th, 2016

The May 12th, 2016 Whitewater/Rice Lakes Management District board meeting was called to order at 6:00 PM by Chairmen Rich Charts. Board members present were, Chuck Chamberlain, Larry Brady, Brad Corson Jerry Grant, Walworth County Appointee, and Norm Prusener Town Representative.

Board Members Absent – Ernie Roy

Guest Present – Ray Baker, Bernie Tangney, Art Speerbrecher

Standing Teams Present – None

Standing Teams Absent – Tom Ganfield, Tom Potrykus, Dave Clevon

Shoreline Management Team- Absent Gerhard and, Theresa Stegemann

Clerk Present: Susie Speerbrecher

ADMINISTRATIVE

A motion to approve the agenda was made by Larry and seconded by Chuck. Motion Carried

A motion to approve the April 14th, 2016 minutes as presented was made by Jerry and seconded by Larry.

Public Input – None

COMMISSIONER REPORTS

Secretary – Correspondence – Nothing to report

Finance – Brad reviewed the expense handout with the board. The April expenses totaled \$6964.19. The disbursements totaled \$20,814.19. Jerry motioned to accept the minutes as presented, seconded by Chuck. Motion Carried.

Weed – Larry reported Heidi Bunk has notified him that we can continue to dump seaweed at the DNR dump site. When harvesting in sensitive areas two people need to be on the harvester and Larry will need the names and date when the harvesting occurs. Both Chuck and he have been actively researching the purchase of a dump truck. An RFP will be put together and submitted to the newspaper and local automotive dealers. Harvesting will begin after Memorial Day, Larry said he will suggest to Jeff a harvester do a pickup of floaters prior to the Memorial Day weekend.

Chemical – In the absence of Ernie, Rich reported the spraying of chemicals occurred on Monday May 9th. He reviewed comments and concerns of property owners. The Minneiska Ski Team did a great job posting the chemical treatment signs around the lake.

Bog – No report

Equipment –Chuck reported the 12' harvester will be launched the week of May 16th. The 7' harvester will be moved from Rice Lake. The two transport barges have been launched also. The Dodge Truck will be going in service for final repairs. The collection fee boxes have been installed. A thank you was extended to Norm and the town employees for doing the installation. Brad has volunteered to monitor the boxes, He will keep enveloped supplied, collect and deposit the cash receipts.. For the record, Brad has requested (since he is the only person monitoring the boxes) trust of the entire board with this volunteer position and the handling of the cash receipts.

Wildlife Management – Rich reported the US Wildlife agents have killed 4 cormorant birds and more have been spotted on Camp Joy Island.

Fish – No report from Tom. Rich mentioned that Luke Roffler will be attending one of our future meetings.

Safety – Larry reported 14 people have signed up for the Boaters Safety training being held this weekend – May 14th and 15th.

Water Quality – No report

Lake Shore Management –No report

Audit – No report

2016 Schedule – No report

Audit – No report

AIS – Two volunteers were at the launches the weekend of May 8th – 9th.

OLD BUSINESS –Norm reported Deputy Shawn Blanton and other deputies will be placing the buoys in the lake. After the board helps with positioning the buoys, using GPS Deputy Blanton will map out the buoy placement and send the information to the DNR.

NEW BUSINESS – None

OTHER BUSINESS – Norm commented on flooding concerns of property owners on East Lake Shore Drive.

Larry motioned to adjourn the meeting, seconded by Chuck Meeting adjourned at 7:46 PM

Next Meeting: June 9th, 2016 at 6 PM Respectfully Submitted Susie Speerbrecher, Clerk



WHITEWATER-RICE LAKES MANAGEMENT DISTRICT

P.O. Box 301
Whitewater, WI 53190



MINUTES April 14th, 2016

Revised 5-2-16

The April 14th, 2016 Whitewater/Rice Lakes Management District board meeting was called to order at 6:00 PM by Chairmen Rich Charts. Board members present were, Ernie Roy, Chuck Chamberlain, Larry Brady Brad Corson Jerry Grant, Walworth County Supervisor, and Norm Prusener Town Representative.

Board Members Absent - None

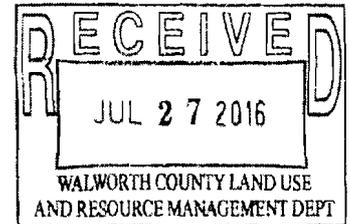
Guest Present – Ray Baker, Bernie Tangney, Art Schmitz

Standing Teams Present – Dave Cerven,

Standing Teams Absent – Tom Ganfield, Tom Potrykus

Shoreline Management Team- Present Gerhard and, Theresa Stegemann

Clerk Present: Susie Speerbrecher



ADMINISTRATIVE

A motion to approve the agenda was made by Ernie and seconded by Chuck. Motion Carried

A motion to approve the March 10th, 2016 minutes as presented was made by Larry, seconded by Ernie. Motion Carried.

Public Input – None

COMMISSIONER REPORTS

Secretary – Correspondence – Nothing to report. Rich reported Elaine Johnson is our new water specialist from Waukesha.

Finance –Brad reported the expenses from January totaling \$272.83, February expenses \$307.01 and March totaling \$1540.94. A motion was not made in February for approval of the expenses. Brad motioned to approve expenses for all three months, seconded by Ernie/ Motion Carried. He also reported that the Census Survey from the Secretary of Commerce was completed on line

Weed – Larry reported Heidi Bunk will issue a 4 year weed harvesting permit. SEWRPC has approved the Aquatic Lake Management Plan but as of this date no report has been received.

Chemical – Ernie report we have received the chemical spraying permit. Amy Kay will be our within the next two weeks to survey Whitewater Lake and Rice Lake

Bog – No report

Equipment – Chuck reported he has been in touch with Manesis Trucking to transport our transport from Aquarius. The transport has the new spud anchors installed and the equipment will be put in the water on Wednesday April 20th, 2016. The 10' harvester is being worked on. The 7' harvester is on Rice Lake and will be moved to Whitewater Lake. He then reviewed the wording on the collection fee envelopes that will be at the launch sites. Printing of 300 envelopes which we received with the collection boxes will occur in the next couple weeks. The collection boxes will be installed before the end of April.

Wildlife Management – Dave reported he has received the permit necessary for goose depredation. Investigation of nests will occur within the next couple weeks.

Fish – In Tom's absence Ernie reported there will be a DNR Fish Planning meeting for residents in the southern lake counties. As of this meeting no date has been determined.

Safety – Larry reported the new DNR website is now called "Go Wild" The boaters safety class is still scheduled for May.

Water Quality – Rich reported Tom Ganfield received a Recognition of Service award from the state for his service work in the field of water quality

Lake Shore Management – Theresa passed around a sample packet that she has been handing out to new residents on the lake. Gerhard and she have been working with the Kettle Moraine Land Trust investigating the shoreline erosion at Nature Land County Park. A work day will be scheduled for planting and repair. Volunteers are welcome to come and help. Access to the lake for launching Kayak's could be included as part of the shoreline repair. Theresa also reported both she and her husband have been working on the State beach path planting more native plants to the area.

2016 Schedule – No report

Audit – No report

AIS – Jerry reported the county court systems will contact us when people need to complete service hours.

OLD BUSINESS – The newsletter was mailed to property owners in a timely matter.

NEW BUSINESS – Ernie suggested there be more than one person able to update the website. Rich suggested putting a notice on Facebook to search for a qualified person.

OTHER BUSINESS – Norm reported that Sheriff Deputies have been hired to put the buoys in Whitewater Lake. The buoys will be numbered and a location map will be drawn up and sent to the state. The Lake District will be party to final approval of buoy placement.

Larry motioned to adjourn the meeting, seconded by Chuck Meeting adjourned at 7:53 PM

Next Meeting: May 12th, 2016 at 6 PM Respectfully Submitted Susie Speerbrecher, Clerk