

**DODGE COUNTY PLANNING, DEVELOPMENT AND PARKS COMMITTEE
MINUTES
June 19, 2017**

The Dodge County Planning, Development and Parks Committee met on June 19, 2017 at 7:00 p.m. on the 1st Floor of the Administration Building, Juneau, Wisconsin.

Chairman Schaefer called the meeting to order. Roll Call was taken. Members present were Tom Schaefer, Allen Behl, William Muche, Joseph Marsik and Janice Bobholz. The staff present at the request of the Chairman were Bill Ehlenbeck and Joseph Giebel.

The Chairman asked the staff to confirm compliance with the open meeting laws and the public hearing notice requirements. Mr. Giebel noted that the meeting was properly noticed in accord with the open meeting law and noted that the required notices for the public hearings listed on the agenda were posted, mailed and published in accord with the statute and code requirements.

The agenda was reviewed.

Motion by William Muche to approve the agenda and allow the Chairperson to go out of order as needed to efficiently conduct the meeting. Second: Allen Behl Motion carried.

Committee Review and Decision on Pending Rezoning Petition

Allen Thurow – Petition to rezone approximately 12.3-acres of land from the A-1 Prime Agricultural Zoning District to the A-2 General Agricultural Zoning District under the Land Use Code, Dodge County, Wisconsin to allow for the creation of a non-farm residential lot on this site. The property is located in part of the NE ¼ of Section 12, Town of Lebanon, the address being W2907 County Road MM. Decision laid over from May 15, 2017 and June 5, 2017 Committee Meetings - Committee review and recommendation to the County Board on rezoning Petition.

Mr. Giebel noted that the rezoning petition from Allen Thurow has been withdrawn from consideration by the applicant. No further action is required by the Committee.

Administration

1. The minutes from the June 5, 2017 meeting were reviewed by the Committee.
Motion by Janice Bobholz to approve the minutes as written.
Second by Joseph Marsik Vote: 5-0 Motion carried.
2. No Committee Member Reports
3. No additional Per Diems

The hearing procedures were read into the record.

PUBLIC HEARING

Norman Ruhland – Application for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of an approximate 3.3-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located in part of the SW ¼ of the NW ¼, Town of Leroy, the site address being N11956 Centerline Road.

Motion by William Muche to approve the conditional use permit request to allow for the creation of an approximate 3.3-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District subject to the following conditions:

1. The applicant shall obtain the required land division approvals for the proposed lot from the County and local municipalities if required, prior to the creation of these lots;
2. The proposed non-farm residential lot shall not exceed 3.9-acres in area unless the lot is successfully rezoned out of the A-1 Prime Agricultural Zoning District;
3. Only one single family residential unit may be located on the proposed non-farm residential lot unless this lot is successfully rezoned into a zoning district which allows additional residential units;
4. The acreage of the proposed non-farm residential lot shall count towards the total non-farm residential acreage that can be created from the base farm tract for this property;
5. A "Notice of Zoning Limitations" document shall be recorded with the Dodge County Register of Deeds Office for the following parcels which make up the "base farm tract" which notifies the potential buyers of these parcels that there may be limitations as to the number of new lots that can be created from this base farm tract:
 - 028-1316-0322-000 and 028-1316-0323-000.
6. The owner and subsequent owners of this non-farm residential lot hereby agree to comply with Subsection 9.2, Right to Farm provisions of the Dodge County Land Use Code and that they will not cause unnecessary interference with adjoining farming operations producing agricultural products and using generally accepted agricultural practices, including access to active farming operations;
7. The decision of the Committee is valid for one year.

Second by Allen Behl Vote 5-0 Motion carried.

PUBLIC HEARING

Alan Egelseer, agent for Aldon Sub 1 LLC - Application for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to bring the commercial mini-storage warehouse use of the property into compliance with the Code in order to allow the construction of additional mini-storage units on this site. The property is located in part of the SE ¼ of the SE ¼, Section 8, Town of Hustisford, the site address being N4186 and N4132 County Road E.

Motion by Janice Bobholz to approve the conditional use permit request to bring the commercial mini-storage warehouse use of the property into compliance with the Code in order to allow the construction of additional mini-storage units on this site subject to the following conditions and waivers:

1. The business operation shall be conducted without offensive noise, vibration, dust, smoke, odor, glare, lighting or the risk of fire, explosion or other accident and shall not be detrimental to the public health and safety or general welfare of the immediate neighborhood or community.

2. It shall be the responsibility of the applicant to obtain all Federal, State and/or local municipality permits and approvals that may be required for the construction and operation of the proposed self-storage facility on this site.
3. A land use permit shall be obtained by the developer for the proposed self-storage buildings prior to beginning any construction of the buildings on this site.
4. All exterior lighting shall meet the functional and security needs of the proposed development without adversely affecting adjacent properties.
5. A stormwater management and erosion control plan designed in accord with Section 7.9 of the Code will be required for all future development on this site which results in the cumulative addition of impervious surfaces of 20,000 square feet or greater in total area to this site including smaller projects that are part of the overall plan of development for this site.
6. Any significant change to or expansion of the business operation and/or of its facilities may require that a new Conditional Use Permit be obtained.
7. The decision of the Committee is valid for one year.

Waivers:

- Section 8.6.4 and 8.6.7 - Landscaping and buffer yard requirements.

Second by Joseph Marsik Vote 5-0 Motion carried.

ADMINISTRATION

1. Presentation related to Enterprise Resource Planning (ERP).

Supervisor Donna Maly, Ruth Otto, and Julie Kolp provided the Committee with information on the ERP project.

ERP stands for Enterprise Resource Planning which refers to the software programs and tools that can be used by the County to process and manage its financial operations, procurement, reporting and other business activities of the departments. There will be one core system that is used by the County for the accounting and purchasing records and customized software programs for the different departments can be added to handle the specialized operations of the individual departments. The ERP system will be used to integrate workflow and automate the daily processes which will facilitate the sharing of data between the departments and will help eliminate duplication and redundancy errors. The group is in the process of preparing information regarding the budgetary needs for the project and this information will be presented to the full board next month.

PARK SYSTEM

1. Discuss, consider and take action on the proposed Boundary Agreement with Okeeg Cemetery Association at Astico Park

Bill Ehlenbeck provided the Committee with the proposed Boundary Survey to formalize agreed to boundaries between Astico Park and the Okeeg Cemetery. The Boundary Survey will clear up conflicting surveys, legal descriptions and areas of occupation that have created inaccurate and unclear boundaries between the properties.

Motion by Joseph Marsik to approve a waiver to the requirement for this lot to abut a public road and to adopt the proposed Boundary Survey and authorize Corporation

Counsel to carry out the necessary documents and agreements to establish the updated boundaries.

Second by Janice Bobholz Vote 5-0 Motion carried.

2. Discuss and consider acquisition of WisDOT surplus land along Hwy 60 wayside near Astico Park

Bill Ehlenbeck informed the Committee that the DOT is trying to sell excess road right-of-way along STH 60 adjacent to the wayside near Astico Park. Bill indicated that staff is of the opinion there is no value for the Department in accepting this land. No action taken by the Committee.

Bill Ehlenbeck provided the committee with an update on the status of the Gold Star Memorial Trail project. They are in the process of obtaining the required permits for the project. He was recently informed by the Army Corps that there are issues with potential archaeological sites through which the trail is located which may delay the final approvals. They are also waiting on DOT, DNR and County permits for the project. Some major design issues associated with a steep slope and wetlands are likely to add over \$200,000 to the original cost estimate. In addition to seeking additional cash donations, the group is currently working to make up the funding shortfall with donations of stone, lumber and labor for the boardwalks and rip-rap that are needed to address slope stabilization and wetland crossings.

3. Park Managers Report

Bill informed the Committee that Mike Simons, the Parks Crew Leader has been assigned a credit card with a \$3000 limit. Occasionally he needs to quickly secure parts for equipment or materials for a project and it is inefficient to have Crew Leader stop the project until Parks Manager or Foreman are available to make the purchase.

Bill reported to the Committee that there was tree damage in the parks from the storms last week. Ledge Park had approximately six to ten trees and large branches come down during Monday night's storm. A camping unit at Ledge Park received some damage and the camp host camping unit at Harnischfeger sustained some scratches. The storm frightened campers at Ledge Park but fortunately no injuries were reported. Bill stressed the need to do a selective tree harvest to improve the tree stand quality and reduce the amount of potentially hazardous trees and branches at Ledge Park. Staff spent much of the week cleaning up the trees and branches in the parks before starting to address the storm damage on the Wild Goose Trail. Bill noted an estimated 30-40 trees and branches went down on the Wild Goose Trail throughout the entire length. The staff is working on removing the trees and the trail may not be fully passable for a few weeks. A mixture of staff and contracted tree work will be needed.

Bill reported on last month's assessment of the old home at Harnischfeger by local contractors. A rough estimate of \$115,000 - \$185,000 would be necessary to preserve the house in a safe and somewhat usable condition. Demolition, excavation, grading to remove the building and install a concrete pad for a future shelter was estimated around \$30,000. There is a concern for asbestos in tiles on the 1st floor. Staff will work on a

specific removal and reuse proposal along with better cost estimates for future consideration.

Bill informed the Committee that the new volunteer camp host at Astico Park is dealing with some major health issues and needed to resign from the position the past week. A new host is needed to assist staff at the park.

Bill invited the committee to attend a planned sign dedication at Derge Park on July 6, 2017 at 4:30 PM for signs which were donated by the Beaver Dam Lake Improvement Association.

4. Motion by Allen Behl to convene in closed session for the purpose of considering, discussing, and deliberating the purchase of public property, which, because of bargaining reasons, requires a closed session, specifically, a parcel of real estate to which Dodge County Parcel Identification Number 048-1216-2733-001 has been assigned and a parcel of real estate to which Dodge County Parcel Identification Number 048-1216-2844-000 has been assigned, which are owned by Joyce A. Roll and Bernice B. Hahn, and which are located in the Town of Williamstown, Dodge County, Wisconsin.

The meeting is closed pursuant to Section 19.85(1)(e), of the *Wisconsin Statutes*.

Second by Joseph Marsik Vote 5-0 Motion carried to convene in closed session pursuant to Section 19.85(1)(e)

The Committee met in closed session.

Motion by Janice Bobholz to reconvene in open session.

Second by Joseph Marsik

Vote 5-0 Motion carried.

Immediately following the closed session, the Committee reconvened in open session to consider the following matters:

Consider and take action regarding the purchase of public property, specifically, a parcel of real estate to which Dodge County Parcel Identification Number 048-1216-2733-001 has been assigned and a parcel of real estate to which Dodge County Parcel Identification Number 048-1216-2844-000 has been assigned, which are owned by Joyce A. Roll and Bernice B. Hahn, and which are located in the Town of Williamstown, Dodge County, Wisconsin, and which was the subject of the closed session.

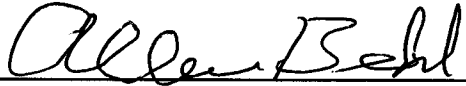
Motion by Joseph Marsik to make an offer as discussed in closed session to purchase a portion of the property.

Second by Janice Bobholz Vote 4-1 (William Muche Abstained) Motion carried.

Motion by Order of the Chair to adjourn the meeting.

Meeting adjourned at 9:00 p.m.

Respectfully Submitted,



Allen Behl, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.