

January 20, 2020

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order 6:01 p.m. by Chairman, Doug Path.

Present: Doug Path, Paul Steele, Alan McCoy and Mary Cook. Absent: Sharon Folcey.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator, and Amber Dvorak, Humane Officer.

### **Possible Corrections and Approval of December 16, 2019 Meeting Minutes.**

A **Motion** was made by Paul Steele and seconded by Mary Cook to approve the minutes from the December 16, 2019 meeting. Motion carried: 4-0.

**Public Comments: (3 minutes each, one time only)** None.

### **Dog Control:**

#### **Purchase of Vehicle**

Alison presented a summary of the three sealed bids that were received for the purchase of a new vehicle for the Dog Control Department (Transit Van).

A total of three bids were received:

- 1) Brenengen Ford, Sparta, WI
- 2) Sleepy Hollow-Viroqua, WI
- 3) Pischke Motors-West Salem, WI

Both the Transit Van's from Brenengen Ford and Sleepy Hollow are the same vehicles.

The Dodge RAM Transit Van from Pischke's did not have the rubber floor mat included in the back of the van and would need an additional purchase of a spray in liner which would cost around \$400.

Discussion was held.

A **motion** was made by Paul Steele and seconded by Mary Cook to purchase the Dodge RAM Van from Pischke Motors in West Salem. Motion carried: 4-0.

#### **On Call Human Officer Introduction**

Alison introduced Jeff Leis to the Committee. Jeff has been hired as the new on-call Humane Officer for the Dog Control Department. His appointment as a Monroe County Humane Officer is on the January agenda for County Board.

Jeff introduced himself and explained to the Committee his past experiences. He is retired from the Monroe County Sheriff's Department. One of his duties while at the Sheriff's Department was to assist with the dog complaints. Several years ago when a former On-call Humane Officer took a leave of absence Jeff had filled in for those weeks. He was looking for something part time to do and when he saw the posting for the position he contacted Amber Dvorak.

Jeff will be attending the Humane Officer certification session in September 2020 (which is given by the State only once a year) to obtain his certification. He will continue to work under Amber Dvorak until then.

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Jeff has been researching several areas regarding safety and protection including obtaining body cameras as well a mobile radio's for two vehicles.

Discussion was held regarding a vehicle for Jeff. Alison explained to the Committee that we could keep the old truck or we could continue to have Jeff use his vehicle and pay him mileage.

Questions were asked regarding the year of the current vehicle, mileage, insurance, etc.

Discussion was held:

Alison will research information regarding keeping the old truck vs paying mileage and report back to the Committee at the February meeting.

### **Sanitation & Zoning:**

#### **Floodplain Mitigation Grant**

Alison informed the Committee that the Monroe County Hazard Mitigation was approved by the State of Wisconsin and FEMA so now FEMA can proceed with review of the mitigation grant. The Mitigation grant will be split into two grants to keep each grant request under 1 million dollars. It was estimated that the total needed would be around 1.8 million for the Hazard Mitigation Grant.

#### **DNR Municipal Flood Control Grant**

Alison and Roxy Anderson (Land Use Planner-Land Conservation Department), are currently working on writing another grant through the Wisconsin Department of Natural Resources (DNR) for the mitigation grant as well. It is the intention that this state grant will help to provide the "local" match required for the FEMA grant.

Discussion was held:

### **Financial Report**

#### **FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

A line item transfer from the Dog Control building rent line item to the motor vehicle line item to cover the expense for repairs to the Dog Control truck. Line item transfer form included in the packet indicated \$2,400 was to be transferred. The total cost was \$2,862.18 for repairs of the vehicle. An itemized list of repairs were reviewed with the Committee.

A **motion** was made by Paul Steele and seconded by Alan McCoy to approve the Dog Control line item transfer from building rent to motor vehicle. Motion carried: 4-0.

The Committee reviewed December 2019 expenses. Discussion was held:

<b>Department Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	2006.83	Sanitation		Sanitation	0.0 0
Zoning	14.90	Zoning		Zoning	7.55
Dog Control	1084.35	Dog Control		Dog Control	1367.44
BOA	27.96				
<b>Total</b>	<b>3134.04</b>	<b>0</b>			<b>1374.99</b>

January 20, 2020

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held February 17, 2020 and will start at 6:00 pm in the County Board meeting room in the Justice Center. There are no public hearings. Topics for discussion include updates on hazard mitigation floodplain grant, departmental 2019 annual reports, dog control truck, and end of the year financial reports for the 2019 budgets.

A **motion** to adjourn was made by Alan McCoy and seconded by Paul Steele.

Motion carried: 4-0.

Meeting adjourned at 6:45 p.m.

*Recorded by Gretchen Jilek.*

February 17, 2020

**Sanitation/Planning & Zoning/Dog Control**

Meeting called to order 6:00 p.m. by Vice-Chairman, Paul Steele.

Present: Paul Steele, Alan McCoy and Sharon Folcey. Absent: Douglas Path and Mary Cook.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator, and Amber Dvorak, Humane Officer.

**Possible Corrections and Approval of January 20, 2020 Meeting Minutes.**

A **Motion** was made by Alan McCoy and seconded by Paul Steele to approve the minutes from the January 20, 2020 meeting. Motion carried: 3-0.

**Public Comments: (3 minutes each, one time only)- None**

**Dog Control:**

**Dog Control Vehicles**

At last month's meeting the question came up whether or not to keep the old truck (after our new vehicle arrives) for the on-call Humane Officer or continue paying mileage for use of his personal vehicle. The committee wanted Alison to research what it would cost to pay mileage vs. keeping the vehicle.

A handout was provided to the Committee in their packets comparing cost of paying mileage for the last 4 years vs. what the cost of gas would have been if a county vehicle would have been provided. The handout also showed total miles on the current vehicle and the Retail value of the Truck (Kelly Blue Book) as of 1-27-2020.

Discussion was held:

A **motion** was made by Alan McCoy and seconded by Sharon Folcey to keep the truck for use by on-call Humane Officer. Motion carried: 3-0.

**Proposed Amendments to Ch 5 Animals.**

Amber Dvorak-Humane Officer presented the Committee with proposed changes to the Animals ordinance. The changes would add wording to require the insulation of dog houses and list various situations that would constitute cruelty to animals. Currently these types of violations are listed in state statute and must be prosecuted through the District Attorney's office as a criminal charge. By adding this language to the County's Ordinances it allows citations to be issued through the Corporation Counsel's Office.

Discussion was held.

The Committee requested Alison and Amber research possible ordinance wording regarding barking/howling as a nuisance. The Committee also requested that Alison talk with Shirley from Clerk of Courts to see how citation funds are dispersed and find out if a portion can be returned to the Dog Control Department.

**Sanitation & Zoning:**

February 17, 2020

## **FEMA Floodplain Mitigation Grant DNR Municipal Flood Control Grant**

Alison and Roxie Anderson from Land Conservation continue to work on preparing the DNR Grant application which is due Mid-March. The State is waiting on DNR Grant awards to determine how much funding will be available for the FEMA Grant applicants. Alison reported that we might know as early as Mid-April the status of the FEMA Grant.

Discussion was held:

### **Proposed Amendments to Ch 47-Zoning**

Alison presented the Committee with proposed amendments to Ch 47

Corey Revels was present to address an issue he has been working on for the past 3 years regarding access across the DNR owned bike trail. Corey has a parcel of land that is land locked by the bike trail. The current wording in the zoning code requires a letter of permission from the DNR for a specific purpose. Corey has a letter from the DNR granting permission to cross the trail for Ag use, not residential.

Alison stated that in section (d)(1) if we would dropped the part requiring the letter to state the use this would allow Corey to get a zoning permit.

Committee was in agreement to move forward to strike.

Other amendments discussed included changes to the campground definitions and section to conform to State requirements, adding wording for clarification that only one dwelling is allowed per parcel in most situations, adding a definition of tourist rooming house and adding it as a Conditional Use in the General Agriculture and General Forestry Zoning Districts to accommodate increased interest in this type of business.

The Committee also discussed doubling the fee for “after-the-fact” Conditional Use Permits, Changes of Zoning and Board of Adjustment Variances to deter using these measures to correct issues when buildings have been built prior to obtaining a permit. Committee was in agreement with this.

Alison will send out notices to all zoned towns to get feedback for discussion at next month’s meeting. After that it will proceed to public hearing and then be forwarded to the full County Board for approval. The zoned Towns will then have 40 days to review and vote whether or not to approve the amendments.

### **Ch 50-Floodplain**

Alison presented the Committee with changes to ch 50-Floodplain removing the flood studies out of the appendix and into the official mapping section of the ordinance. These changes are being required by the Department of Natural Resources to bring the County ordinance into compliance with State and Federal regulations.

### **Annual Departmental Reports**

February 17, 2020

2019 annual reports for the Dog Control, Land Information, Sanitation and Zoning Departments were provided to the Committee for review.

Discussion was held:

### Financial Report

#### FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS

The Committee reviewed December 2019/January 2020 expenses. Discussion was held:

#### December 2019

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	12.00	Sanitation		Sanitation	0
Zoning	76.00	Zoning		Zoning	0
Dog Control BOA	610.37	Dog Control	61.68	Dog Control	
<b>Total</b>	<b>\$698.37</b>	<b>0</b>			

#### January 2020

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	647.74	Sanitation		Sanitation	0
Zoning	313.04	Zoning		Zoning	0
Dog Control BOA	360.06 41.58	Dog Control		Dog Control	210.47
<b>Total</b>	<b>\$1,362.42</b>	<b>0</b>			<b>\$210.47</b>

#### Set Date for Next Meeting and Possible Agenda Items.

The next meeting will be held March 16, 2020 and will start at 6:00 pm in the County Board meeting room in the Justice Center. There is (1) public hearing-Conditional Use Permit. Topics for discussion include: Preliminary Plat review for "Farmers Valley Estates" (Brooks)

Both Paul Steel and Sharon Folcey will not be able to attend the March meeting. Alison will contact Pete Peterson to have as a back-up if needed for a quorum.

Discussion was also held regarding the April SZD meeting. Due to scheduling conflicts the Committee is looking at changing the April meeting to Thursday, April 16<sup>th</sup> at 6:00 p.m. Alison will check with the rest of the Committee members and get back to all members with a final date.

A **motion** to adjourn was made by Alan McCoy and seconded by Sharon Folcey. Motion carried: 3-0.

Meeting adjourned at 7:55 p.m.

*Recorded by Gretchen Jilek.*

March 16, 2020

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order 6:00 p.m. by Chairman, Douglas Path.

Present: Alan McCoy, Mary Cook, Douglas Path, Sharon Folcey and Paul Steele.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator, and Amber Dvorak, Humane Officer.

### **Possible Corrections and Approval of February 17, 2020 Meeting Minutes.**

A **Motion** was made by Paul Steele and seconded by Sharon Folcey to approve the minutes from the February 17, 2020 meeting. Motion carried: 5-0.

**Public Comments: (3 minutes each, one time only)-** None.

### **Public Hearings:**

Application of Urias I. Borntreger for a conditional use permit to operate a small business-bent & dent grocery store on property located at 5135 Iberia Ave, in part of the NW ¼, NW ¼, Section 32, T17N, R4W, Town of Sparta, parcel number 040-01056-5000, 31.9 acre parcel. The adjoining land use is agriculture and residential.

Urias Borntreger explained how he is buying the business from his neighbor and moving it onto his own property. Clarence Justin was present representing the Town of Sparta. He stated that the Town has no concerns.

Discussion was held:

A **motion** was made by Mary Cook, seconded by Alan McCoy to approve conditional use permit for Urias Borntreger for a small business-bent & dent grocery store in the Town of Sparta. Motion carried: 5-0.

### **Final Plat for “Sunset Trace” subdivision**

Cory Horton from RASmith was present to answer any questions or concerns. John Guthrie, Town of LaGrange Chairman was present and stated the Town of LaGrange recommends approval. They are satisfied with the private road agreement to be filed with each deed stating that the Town has no obligation to maintain the private road. Maintenance for the road will be done by a private Home Owners Association.

A **Motion** was made by Sharon Folcey and seconded by Mary Cook to approve the Final Plat for “Sunset Trace” Subdivision with the condition that a note be added to the plat referencing the driveway/private road agreement. Motion carried: 5-0.

### **Preliminary Plat for “Farmers Valley Estates” subdivision**

Jonathan Schmitz, surveyor, was present to answer any questions or concerns. The Wisconsin Department of Transportation (DOT) requested the existing driveway for the farmstead on Lot 9 be vacated and Lot 9 be given access on the proposed Town Road which connects to State Highway 71 between lots 11 & 12. Mr. Schmitz stated the Town of Angelo is okay with the layout of the lots. However they do not like the idea of a cul de sac so that portion of the proposed road may be a private road maintained by a Home Owners Association. Lot sizes have to meet the City of Sparta Extra-territorial zoning regulations and be a minimum of  $\frac{3}{4}$  acres. The proposal is to rezone the subdivision from General Agriculture to R-2 Rural Residential.

A **Motion** was made by Alan McCoy and seconded by Sharon Folcey to approve the Preliminary Plat for “Farmers Valley Estates” Subdivision. Motion carried: 5-0.

### **School Woods Agreement Resolution**

Bob Micheel from Monroe County Land Conservation was present. He stated that since last meeting the resolution had been amended to remove any reference to the “Friends of the School Woods” since the original agreement was between Monroe County and the Sparta School District. Upon the suggestion from last meeting by the Zoning Committee wording was added to the new agreement for students from the School Woods group to present annually at a County Board meeting to give updates on the school woods land and go over some of the projects they worked on throughout the year. Discussion was held.

A **Motion** was made by Sharon Folcey and seconded by Alan McCoy to approve the Resolution Authorizing Change to School Woods Agreement. Motion Carried: 5-0.

### **Dog Control:**

**Panic Button** – Discussion held.

A Motion was made by Mary Cook and seconded by Alan McCoy to gather prices for a panic button to be installed and maintained at the Dog Shelter. Motion carried: 5-0.

**Proposed Amendments to Ch 5 Animals** –Amber presented examples of wording with regard to nuisance barking from several of the surrounding counties. The Committee agreed to include wording to address this in the proposed amendments. Alison will draft a resolution and have the corporation counsel look it over. Discussion held.



March 16, 2020

**Recommendation to Amend Monroe County Ordinance 11-29, And to Repeal Monroe County Board of Supervisors Amended Resolution 95-6-3, Purchase of Road Name Signs**

Tina Osterberg, Monroe County Administrator, was present to discuss the recommendation. She explained that this resolution would amend a previous resolution that required the County to pay for Town Road name signs. This resolution proposes that starting January 2021, the towns will have to pay for new road signs, not the county.

If the towns want the county to pay for new signs, they have until December 31, 2020 to do so but the Towns would have to pay for all of the mounting brackets for the signs.

This will go to the Finance Committee on Wednesday, March 18<sup>th</sup> at 9:00 AM. Town Chairmen are invited to attend the Finance Committee to comment.

Discussion was held. The Zoning Committee did not have any concerns at this time.

**Sanitation & Zoning:**

**FEMA Floodplain Mitigation Grant** – Discussion held.

**DNR Municipal Flood Control Grant** – Due 03-16-20 at midnight. Discussion held.

**Proposed Amendments to Ch 47-Zoning and Ch 50-Floodplain** – Discussion held.

-Ch. 47 – Zoning. John Guthrie, Town Chairman of LaGrange and Howard Hanson, Town Chairman of Tomah were present the only concern brought up was the number of campsites (paying or non-paying) that would constitute a “campground” and require a Conditional Use Permit. Alison will add in the number of campsites for clarification. These proposed amendments will have to go to Public Hearing, then be approved by the full County Board and then the majority of the zoned towns have to approve it.

-Ch. 50 – Floodplain. These proposed amendments are required by the Department of Natural Resources. Currently the ordinance contains a “Flood study Appendix” which contains reference to the flood control structures located in Monroe County. The DNR is requiring these structures to be referenced in the ordinance itself and the Flood Study Appendix removed. These amendments will have to go to Public Hearing then to the full County Board for approval.

**Financial Report**

**FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

Discussion was held:

**February 2020**

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	94.00	Sanitation		Sanitation	0
Zoning	9.72	Zoning		Zoning	11.40
Dog Control BOA	1,815.01 5,714.01	Dog Control (Dec. 2019)		Dog Control	1011.49
<b>Total</b>	<b>7,529.02</b>	<b>0</b>			<b>1022.89</b>

March 16, 2020

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Thursday, April 16, 2020. (please note change of usual date), and will start at 6:00 pm in the County Board meeting room in the Justice Center.

A **motion** to adjourn was made by Paul Steele, and seconded by Mary Cook.  
Motion carried: 5-0.

Meeting adjourned at 8:20 p.m.

*Recorded by Cassie Cunitz.*

May 18, 2020

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order 6:00 p.m. by Chairman, Alan McCoy.

Present: Alan McCoy, Mary Cook, Cedric Schnitzler, Sharon Folcey and Ron Luethe.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator. Jon Schmitz from Point Surveying.

### **Election of Vice Chair:**

Mary Cook Nominated Cedric Schnitzler, Cedric respectfully declined the nomination. Ron Luethe nominated Sharon Folcey for Vice Chair. Nomination approved unanimously.

### **Possible Corrections and Approval of March 16, 2020 Meeting Minutes.**

A **Motion** was made by Cedric Schnitzler and seconded by Sharon Folcey to approve the minutes from the March 16, 2020 meeting. Motion carried: 5-0.

### **Public Comments: (3 minutes each, one time only)-**

None

### **Final Plat for “Farmers Valley Estates” subdivision**

Jon Schmitz of Point Surveying was present to represent Travis Brooks regarding the Farmers Valley Estates subdivision. He explained that the access off of State Highway 71 had been eliminated from the plat after a site visit by the Town Board of Angelo. The Town had originally requested an access to the State Highway but upon review of the site decided against it. The preliminary plat was then altered accordingly. This change also allowed for an additional lot. This plat will now contain 15 lots and two outlots (roadways). Questions from the Committee regarding septic suitability and water table were answered by Mr. Schmitz.

A **Motion** was made by Mary Cook and seconded by Sharon Folcey to approve the Final Plat for “Farmers valley Estates” Subdivision. Motion carried: 5-0.

### **Sanitation & Zoning:**

#### **FEMA Floodplain Mitigation Grant**

#### **DNR Municipal Flood Control Grant**

Alison Elliott recapped the grant requests and updated the Committee on the expected timeline for review. It is not anticipated that FEMA or the DNR will decide on approval of these grants until late September 2020. Most likely monies will need to be budgeted in 2021 to utilize these grants.

### **Proposed Amendments to Ch 47-Zoning and Ch 50-Floodplain**

Alison Elliott reviewed the proposed amendments to Ch 47 and Ch 50 and answered questions. One thing that was added since last meeting is wording to prohibit a zoning permit from being issued for a parcel that has a violation under a county ordinance or is tax delinquent. A public hearing on these proposed changes will be held at next month’s meeting.

May 18, 2020

**Dog Control:**

**Proposed Amendments to Ch 5 Animals**

Alison Elliott reviewed the proposed amendments to Ch 5 and answered questions. A resolution for approval of these amendments will be brought to Committee at the next meeting.

**Financial Report**

**FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

Discussion was held:

**April 2020**

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1,543.58	Sanitation		Sanitation	0
Zoning	33.42	Zoning		Zoning	0
Dog Control BOA	2,122.02	Dog Control		Dog Control	460.15
<b>Total</b>	<b>3,699.02</b>	<b>0</b>			<b>460.15</b>

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Monday, June 15, 2020 and will start at 6:00 pm in the County Board meeting room in the Justice Center. A possible agenda item was requested by a citizen to waive late fees for the multiple dog tags. Committee declined putting it on the next agenda for discussion. Mary Cook requested an update on a shoreland violation in the Town of Wilton.

A **motion** to adjourn was made by Ron Luethe, and seconded by Mary Cook.

Motion carried: 5-0.

Meeting adjourned at 6:57 p.m.

*Recorded by Alison Elliott.*

June 15, 2020

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order 6 p.m. by Chairman, Alan McCoy.

Present: Alan McCoy, Mary Cook, Cedric Schnitzler, Sharon Folcey and Ron Luethe.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator, Amber Dvorak Humane Officer and Jeff Leis On-Call Humane Officer, members of the public.

### **Possible Corrections and Approval of May 18, 2020 Meeting Minutes.**

A **Motion** was made by Sharon Folcey and seconded by Ron Luethe to approve the minutes from the May 18, 2020 meeting. Motion carried: 5-0.

### **Public Comments: (3 minutes each, one time only)-**

Randy Shaw spoke in regards to the proposed amendments to Ch5 Animals, in particular the amendment regarding dog barking. Randy has Coonhound dogs (Kennel) and this breed of dogs are meant to be barking dogs for their intended propose, hunting. The type of hunting they are used for requires them to bark at tree animals. He trains them with hanging things in the trees, etc with scents and teaching them to “tree” by barking. It is a required part of their nature. He is located out in the country and has campgrounds, cranberry marsh growers and farmers where equipment and noise levels are a factor as well. He does not feel that this would be fair to limit noise issues to just dogs. If this ordinance would be put in place the county should look at noise levels for all types of noise complaints.

### **Sanitation & Zoning:**

#### **FEMA Floodplain Mitigation Grant/DNR Municipal Flood Control Grant**

Alison had nothing further to update at this time. Alison stated that she is still waiting to hear back from the Department of Natural Resources (DNR). The DNR approval must come first to see how much is available to provide the matching funds required for the FEMA-buyout grant. A committee member asked if Alison could contact the DNR and find out who is doing the reviewing so we could contact them so we can move forward with this project.

### **Public Hearings:**

#### **Proposed Amendments to Ch 47-Zoning and Ch 50-Floodplain**

Alison Elliott reviewed the proposed amendments to Ch 47 and Ch 50 and answered questions.

Alison went over the proposed amendments to include:

- 1) Campgrounds: Changes proposed reflect state regulations and add tourist rooming house as a conditional use permit.
- 2) Unresolved violations or arrears on a parcel will have to be resolved before a zoning permit can be issued.
- 3) Site restrictions: Proposed change make it easier to obtain permits for property that is land locked by the Elroy-Sparta bike trails or LaCrosse River State Trails.
- 4) Buildings- Changes would clarify the limit on the number of Dwellings per parcel
- 5) Signs-changes would take out “On premises” signs regulations and create a flat fee for signs.
- 6) After the fact fees: Changes would add “after-the-fact” fee for Variances, Change of Zoning District, and Conditional Use Permits.

June 15, 2020

Discussion was held.

A motion was made by Cedric Schnitzler, seconded by Ron Luethe to approve the proposed amendments to Ch47.  
Motion carried: 5-0.

### **Chapter 50:**

Alison stated the reason for the proposed amendments to Ch 50-Floodplain is to bring the county ordinance into compliance with State and Federal regulations regarding flood plain zoning.

Discussion was held:

A motion was made by Sharon Folcey, seconded by Mary Cook to approve the proposed amendments to Ch50.  
Motion carried: 5-0

### **Resolution for Fee increase for Ch 47 zoning**

Alison heard back from the zoned towns and the majority of the zoned towns approved the increase for chapter 47 zoning fees.

Motion was made by Ron Luethe, seconded by Cedric Schnitzler to approve the resolution for fee increase for Ch 47 zoning. Motion carried: 5-0.

### **Resolution for Fee increase for Ch 35 Subdivisions**

Alison explained to the committee that in the past the county did not have a Land Use Planner (Roxie Anderson). With the development of subdivisions our Land Use Planner works closely with the developers and the zoning department to review the proposed subdivisions. The Land Conservation felt the department should have fees for their services.

Discussion was held:

Motion was made by Ron Luethe, seconded by Cedric Schnitzler to approve the fee increase for Ch 35 Subdivisions.

Further discussion was held. There were questions how the fee was determined and several of the committee members were asking Alison if she could contact several of the surrounding counties to see what their fees are for comparison. Alison agreed to check on this request.

Ron Luethe withdrew his motion and Cedric Schnitzler withdrew his second to the motion.

A motion was made by Ron Luethe seconded by Sharon Folcey to postpone the resolution for Ch 35 Subdivision until next month's meeting. Motion carried: 5-0.

### **Shoreland Zoning Violation in the Town of Wilton (Borntreger)**

Alison spoke with Andy Kaftan the County's Corporation Counsel regarding any updates on the violation letter sent to Mr. Borntreger. Andy stated he has not heard back from Mr. Borntreger and would be following up on this violation.

June 15, 2020

**Dog Control:**

**Resolution for proposed amendments to Ch 5 Animals**

Cedric Schnitzler made a motion, seconded Mary Cook to place the resolution to amend Ch 5 to the floor for discussion.

Amber Dvorak-Humane Officer, spoke regarding the proposed amendments for Ch 5 animals.

It has been proposed to amend the following topics:

Unattended pets-vehicles.

Failure to groom-special breeds if not groomed properly can develop health issues.

Beating animals-cruelty

Dog barking.

Amber stated that dog barking is a very difficult topic since all dogs bark and for various reasons.

Jeff Leis-On-Call Humane Officer spoke and stated that a lot of his calls are dogs running at large and barking dogs. Most of his calls he finds that dogs have not been licensed or have not had rabies vaccines. Also he mention that the complaints of dog barking can be various reason why they are barking. Unattended, other dogs or animals, tied up, etc.

Discussion was held:

Cedric Schnitzler made a **motion**, seconded by Ron Luethe to amend the resolution to strike sec 5-83 regarding dog barking. Motion carried. 5-0.

Mr. Schnitzler stated that noise complaints are larger than just dogs he feels this should not be singled out but would be more appropriate to include in an ordinance that addresses all types of nuisance noises.

Motion was made by Ron Luethe, seconded by Sharon Folcey to approve resolution as amended for changes to Ch 5 Animals. Motion carried. 5-0.

**Financial Report**

**FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

**Budget adjustment for 2020 Sanitation Department**

Alison explained the amount of money that the applicants will be receiving in 2020 from the State of Wisconsin Grant Program will be larger than anticipated. This grant comes from the state and is disbursed by the county to individual property owners for the replacement of failing septic systems. Alison explained that the county just acts as a pass through for the State program.

A **motion** was made by Mary Cook, seconded by Cedric Schnitzler to approve the 2020 budget adjustment for the Sanitation Department. Revenue account and the matching expense account will both be increased. Motion carried 5-0.

Discussion was held and the financial report was reviewed by the Committee.

**May 2020**

<b>Department Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	2,010.30	Sanitation		Sanitation	110.00
Zoning	0	Zoning		Zoning	125.00
Dog Control BOA	2,487.71 270.32	Dog Control	315.00	Dog Control	73.58
<b>Total</b>	<b>4,768.33</b>	<b>0</b>	<b>315.00</b>		<b>308.58</b>

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Monday, July 20, 2020 and will start at 6:00 pm in the County Board meeting room in the Justice Center. Possible agenda items: No Public hearings for July.

A **motion** to adjourn was made by Ron Luethe, and seconded by Mary Cook. Motion carried: 5-0.

Meeting adjourned at 7:15 p.m.

*Recorded by Gretchen Jilek*



July 20, 2020

**Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 p.m. by Chairman, Alan McCoy.

Present: Alan McCoy, Mary Cook, Cedric Schnitzler and Ron Luethe. Absent: Sharon Folcey

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator.

Mary Cook excused herself from the meeting.

**Possible Corrections and Approval of June 15, 2020 Meeting Minutes.**

A **Motion** was made by Cedric Schnitzler and seconded by Ron Luethe to approve the minutes from the June 15, 2020 meeting. Motion carried: 3-0.

**Public Comments: (3 minutes each, one time only)- None.**

**Sanitation & Zoning:**

**FEMA Floodplain Mitigation Grant/DNR Municipal Flood Control Grant**

Alison informed the Committee that FEMA is getting closer to awarding the grant. She will keep the Committee informed.

**Resolution to Amendment Ch 47-Zoning**

Last month there was a public hearing on proposed amendments to Ch 47-zoning. However Andy Kaftan reviewed and had a few revisions in the wording for guidance on where and how to add the new language into the code. Alison addressed these changes with the Committee.

Discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Ron Luethe to approve the resolution for amendments to Ch47. Motion carried: 3-0.

**Resolution to Amendment Ch 50-Floodplain**

Alison informed the Committee that Andy Kaftan also made a few similar revisions on the resolution to amend Ch-50-Floodplain.

Discussion was held:

A **Motion** was made by Ron Luethe, seconded by Cedric Schnitzler to approve the resolution for amendments to Ch50. Motion carried: 3-0.

**Resolution for Fee increase for Ch 47 zoning**

Alison informed the Committee that Andy Kaftan also made a few revisions with the wording of the resolution for fee increase for Ch 47 zoning. These revisions were explained and reviewed with the Committee members.

July 20, 2020

A **Motion** was made by Ron Luethe, seconded by Cedric Schnitzler to approve the resolution for fee additions and changes for Ch 47 zoning. Motion carried: 3-0.

### **Resolution for Fee increase for Ch 35 Subdivisions**

Alison presented a hand-out with information from other counties on what their current review fees are for subdivisions. Alison also explained to the Committee that most if not all of these counties have a full-time surveyor on staff. Monroe County contracts with a surveyor that comes only once a week.

(Mary Cook returned to the meeting)

The proposed increase in fees would cover the plat review by Land Conservation and the Land Use Planner. Bob Micheel-Land Conservation is the one who proposed the fee increase to cover his staff costs. Due to potential Floodplain & Shoreland issues there is a lot of research that goes into the planning of developments.

Discussion was held:

A **Motion** was made by Cedric Schnitzler, seconded by Ron Luethe to approve the resolution for fee increase for Ch 35 Subdivisions. Motion carried: 4-0.

This will be presented to the Administration Committee for approval on August 11, 2020 and then will go before the full County Board on August 26<sup>th</sup>.

### **Shoreland Zoning Violation in the Town of Wilton (Borntreger)**

Alison informed the Committee that Corporation Counsel is still working on this issue. Andy informed Alison that the individual will be sited and if the property is still in violation then an order for removal of the structure will follow.

### **Dog Control:**

#### **Resolution for proposed amendments to Ch 5 Animals**

Alison handed out a new resolution for the proposed amendments to Ch 5 Animals. Andy Kaftan removed the "Dog barking" section. Alison addressed several other areas that Andy had made revisions to.

Discussion was held.

A **Motion** was made by Cedric Schnitzler seconded by Mary Cook to approve the revisions a the resolution for proposed amendments Ch 5 Animals. Motion carried. 4-0.

### **BUDGETS for 2021:**

Alison handed out a breakdown of all the departments. Alison explained the biggest changes were mileage and maintenance for Dog Control due to keeping the second truck for the on-call Humane Officer.

Alison included a statistics handout.

Discussion was held.

### **Financial Report**

#### **FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

July 20, 2020

Discussion was held and the financial report was reviewed by the Committee.

**JUNE 2020**

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	2,493.95	Sanitation		Sanitation	55.00
Zoning	63.99	Zoning		Zoning	55.00
Dog Control BOA	1186.23 84.72	Dog Control		Dog Control	624.71
<b>Total</b>	<b>3828.89</b>	<b>0</b>			<b>734.71</b>

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Monday, August 17, 2020 and will start at 6:00 pm in the County Board meeting room in the Justice Center. Possible agenda items: There is one Public Hearing-Change of Zoning.

The Committee also discussed changing the meeting date for September due to several members having to attend another meeting. The September meeting will be Monday, September 28<sup>th</sup> at 6 p.m. instead of Monday September 21<sup>st</sup>.

A **Motion** to adjourn was made by Ron Luethe, and seconded by Mary Cook. Motion carried: 4-0.

Meeting adjourned at 6:45 p.m.

*Recorded by Gretchen Jilek*

August 17, 2020

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 P.M. by Chairman, Alan McCoy.

Present: Alan McCoy, Mary Cook, Cedric Schnitzler, Ron Luethe and Sharon Folcey.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator, Jeff Leis, On-Call Humane Officer Dog Control, Chris Weaver-Sheriff's Department and Andy Kaftan-Corp. Council -Monroe Co.

### **Possible Corrections and Approval of July 20, 2020 Meeting Minutes.**

A **Motion** was made by Ron Luethe and seconded by Mary Cook to approve the minutes from the July 20, 2020 meeting. Motion carried: 5-0.

### **Public Comments: (3 minutes each, one time only)-**

The following residents spoke regarding the dog ordinance amendment with concerns and comments:

**Randy Shaw:** Randy stated that it is very difficult to control dogs barking. He has coonhound dogs and they are meant to bark for many reasons, they are hunting dogs. If his dogs see a vehicle, animals, people, etc. They will bark like other dogs but his dogs are also trained to bark for hunting purposes.

**Dan Frei:** Dan stated that he has dogs as well and feels that it is almost impossible to have a dog barking ordinance. He also stated that you can't always control dogs barking.

**Linda Back:** Owner of Woodsedge Campground, Town of Byron. Linda is in favor of adopting a dog barking ordinance because she owns a campground and her neighbor has coonhound dogs next to her that continuously bark. The neighbors have been complaining for years and would like to resolve this issue. She is asking for the County to please adopt an ordinance to resolve these issues. Linda recently had submitted a signed petition from surrounding neighbors in support of adopting a dog barking ordinance.

**Joe Thomas:** Joe stated that he has lived next to his neighbor for 15 years, (who happens to be Randy Shaw). He stated that the coonhound dogs bark continuously. He is in favor of having some type of ordinance to help control issues they have been dealing with for many year. He stated, "Something needs to be done". He also stated, "I can't even sit on my deck at night because the barking is so bad". There have been several occasions that the dogs have even been on his property running at large. He has even heard the owner yelling at his own dogs late in the evening for them to be quiet. He is tired of this and would like to see this resolved.

**Allen Bernhardt:** Town Chair for Byron: Allen stated this is the first time he has heard anything regarding this dog ordinance. He also stated that he has had no one call him asking if the Town of Byron has an ordinance regarding dog barking. (Byron is an unzoned municipality). He feels that this is a neighbor dispute and that everybody needs to work together. He feels that there are other options that could be put in place rather than having a dog barking ordinance that is going to be almost impossible to enforce. Perhaps fencing or a separate building for dogs to reside when barking, etc. "How are we going to enforce something like this?" He also felt that all the Towns should have been informed and have some input on this ordinance.

### **Public Hearings:**

A petition by 27 XX, LLC, Rick Staff-Registered Agent, for a **change of zoning** district from General Agriculture-GA to Business for a parcel of land located at 10041 County Hwy XX Cashton, WI, in the NW¼ - SW¼ and SW ¼-SW ¼ Section 19, T16N, R3W, tax parcel # 046-00407-0000 & 046-00408-5000, Town of Wells, Monroe County, 5 acres.

August 17, 2020

Rick Staff was not present.

Alison addressed the Committee and informed them that the petition by 27XX, LLC would like to have the existing property zoned Business. The property is currently zoned both Business and General Agriculture. They would like to have this property all zoned Business so that they could put storage units on the property that is currently zoned General Agriculture-GA.

Alison received an email from the Town of Wells stating they have no objection to approving this petition for the change of zoning.

Questions were asked about the storage units.

Alison stated this is just the first step and this public hearing is strictly for the change of zoning only. Next month more detailed information regarding the storage units would be addressed at the public hearing for the conditional use permit for the storage units themselves.

Discussion was held:

A **motion** was made by Cedric Schnitzler, seconded by Ron Luethel to approve the petition by 27 XX, LLC, Rick Staff-Registered Agent for a change of zoning from General Agriculture to Business for a parcel of land located at 10041 Co Hwy XX, Cashton, WI. Town of Wells. Resolution will be forwarded to the full county board on Wednesday, August 26, 2020. Motion carried: 5-0.

### **Sanitation & Zoning:**

#### **FEMA Floodplain Mitigation Grant/DNR Municipal Flood Control Grant**

Alison had nothing new to report at this time. There has not been any further feedback on the grants.

### **Dog Control:**

Proposed amendment to the resolution to amend Ch 5 Animals to include dog barking as a nuisance.

Alison handed out an email string with samples of other municipality's ordinances pertaining to dog barking.

Issues and concerns were discussed between the Committee members and Andy Kaftan as well as Town Chairman from Town of Byron.

Cedric Schnitzler stated he has concerns for both the campground and Randy Shaw and understands everyone's concerns and frustration. He asked Andy Kaftan for his input if he could explain the difference between County Ordinances vs. Town Ordinances and who is in charge of enforcing them. Cedric asked which one would apply if both the Town and County has ordinances addressing the same subject.

Andy stated that they are two separate ordinances and that you can have both. Andy handles enforcement of County ordinances while the Towns need to handle their own enforcement through their own representative (attorney). Resources are needed for both Town and County ordinances.

Alison explained the difference between a Condition Use permit for a Kennel as defined in the Monroe County Zoning Code which only pertains to Zoned Towns vs. a Multiple Dog License which is just a different way to purchase the annual State required dog tag.

August 17, 2020

Cedric would like to propose to County Board to get feedback from the Towns both zoned and unzoned before moving forward with wording.

Ron Luethe asked if the Sheriff's department had any feedback regarding this ordinance.

Chris Weaver-Sheriff's Department- spoke and stated that they feel that this could be enforced. He stated rarely to the municipality's that already have a dog barking ordinance (City of Tomah & City of Sparta) have to go as far as issuing citations for dog barking. Most of the time the issue can be resolved with owner education.

Discussion was held:

The Committee agreed to recommend the resolution pass as presented and that they would like more time to evaluate options for a dog barking ordinance amendment. They would like feedback from the Towns.

Ron Luethe made a **motion** to recommend to the County Board approval of the resolution Ch 5 Animals as presented without amendment and to request the County Board give the Dog Control Committee more time to develop wording for a dog barking amendment in order to get input from the Towns, seconded by Cedric Schnitzler. Motion carried: 5-0.

### **Financial Report**

#### **FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

Discussion was held and the financial report was reviewed by the Committee.

#### **JUNE 2020**

<b>Department Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	2851.09	Sanitation		Sanitation	55.00
Zoning	114.97	Zoning		Zoning	66.90
Dog Control BOA	2624.18 54.90	Dog Control		Dog Control	310.84
<b>Total</b>	<b>5645.14</b>	<b>0</b>			<b>432.74</b>

#### **Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Monday, September 28, 2020 (one week later than usual) and will start at 6:00 pm at the American Legion Post 100 1116 Angelo Rd, Sparta, WI (NOTE CHANGE OF LOCATION).

Possible agenda items: Currently have Three Conditional Use Permits, could possibly have two more. Andy Kaftan will also be present to discuss Shoreland Zoning violation in the Town of Wilton (Borntreger).

A **Motion** to adjourn was made by Ron Luethe, and seconded by Cedric Schnitzler. Motion carried: 5-0.

Meeting adjourned at 7:03 p.m.

*Recorded by Gretchen Jilek*

September 28, 2020

**Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 P.M. by Sharon Folcey.

Present: Mary Cook, Cedric Schnitzler, Ron Luethe and Sharon Folcey. Alan McCoy listened in by phone.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator & members of the public.

**Possible Corrections and Approval of August 17, 2020 Meeting Minutes.**

A **Motion** was made by Mary Cook and seconded by Ron Luethe to approve the minutes from the August 17, 2020 meeting. Motion carried: 5-0.

**Public Comments: (3 minutes each, one time only)-** None.

**Public Hearings:**

Application of Eric & Katherine Olson for a **conditional use permit** for a Dog Kennel on property located at 10533 Jason Ave, Sparta, WI in part of the NE 1/4, SW 1/4, Section 7, T16N, R3W, Town of Wells, parcel number 046-00134-0000, 9.66 acre parcel. The adjoining land use is woodlands and residential

Eric Olson was present and stated that they would not actually be a breeding or boarding kennel facility but needed to apply for a conditional use permit (CUP) because they have more than the 5 dogs allowed in a zoned Town. They have 6 dogs and want the CUP for a kennel so they can keep all of them.

A **motion** was made by Mary Cook, seconded by Ron Luethe to approve the Conditional Use Permit application for a Dog Kennel on property located at 10533 Jason Ave, Sparta. Motion carried: 5-0.

Application of Albert Van Maren and Jeffrey & Donna Bass for a **conditional use permit** to operate a Campground/RV Park on property located at 9547 Hwy 12, in part of the NE 1/4, SW 1/4, Section 16, T18N, R1W, Town of LaGrange, parcel number 020-00429-0000, 16.98 acres. The adjoining land use recreation & residential.

Applicants requested to postpone until the October 19, 2020 meeting.

A **motion** was made by Cedric Schnitzler, seconded by Ron Luethe to postpone the conditional use permit public hearing until the October 19, 2020 Committee meeting to be held Monday, October 19, 2020 at 6:00 pm in Monroe County Board Assembly Room 1<sup>st</sup> Floor - Room #1200, 112 South Court Street, Sparta, WI 54656. Motion carried: 5-0.

A petition by House of Faith United Pentecostal Church, for a **change of zoning** district from General Agriculture-GA/General Forestry-GF to Business for a parcel of land located at 7020 US Hwy 12, Tomah, WI, in the NE¼ -NW¼ and NW ¼-NE ¼ Section 5, T18N, R1W, tax parcel # 020-00117-1800, Town of LaGrange, Monroe County, 5.86 acres.

Alison Elliott stated that the Church would like to build a utility shed for lawn equipment but they do not have enough room from the lot line being zoned GA/GF to meet the minimum required setback of 25feet. John Guthrie Town of LaGrange Chairman was present and stated they do not like spot zoning but understand that there is no other option for this property.

September 28, 2020

Ron Luethe stated that if you look at the parcel, it should not affect any people because it is surrounded by roadways.

A **motion** was made by Mary Cook, seconded by Ron Luethe to approve the petition for change of zoning district from General Agriculture-GA/General Forestry GF to Business for a parcel of land located at 7020 US Hwy 12, Tomah, WI. Town of LaGrange. Motion carried: 5-0. The resolution will be presented to the full county board on October 28, 2020 for approval.

**Review** at a public hearing **condition #2**(hours of operation) of Conditional Use Permit # 026-15 issued to Milestone Materials, Mathy Construction Company. Review requested is to extend hours of operation and hauling to include Saturdays for the Wilton Quarry located in part of Section 35, T16N. R1W. Town of Wilton at 24545 Logan Rd. Parcel contains 285 acres more or less. The adjoining land use is agricultural, woodlands and rural homesteads. This hearing will be held on September 28, 2020 at 6:00 P.M. at the American Legion Post 100, 1116 Angelo Rd. Sparta, WI 54656.

Shannon O'Rourke from Milestone spoke. His reasons for wanting to extend hours of operation and hauling are:

- important to customers
- good for makeup days due to weather, machine breakdowns, etc.
- gives better availability to meet deadlines due to setbacks

Tony Tomashek from Milestone spoke and stated that this request for modification would match the hours in the Town of Wilton agreement.

Sharon Folcey read a letter from the Town of Wilton. They have had no complaints from any neighbors, Milestone has followed rules up to date, and they see no issue with the request for extended hours and hauling to match the Town of Wilton Agreement.

Doug Birkholz, neighbor near quarry, sees no problem with Milestone's request.

Justin Kenney, neighbor near quarry, stated Milestone specifically told him there would be no changes to their hours of operations and hauling from this specific quarry. He wants the weekends to be quiet.

Larry and Vickie Ross, neighbors near quarry, stated that they have never complained about the hours of Milestones operations and hauling. They are okay and understand wanting extended hours for Saturdays but do not agree with the possibility of them being able to crush rock at 1 AM. They live right behind the quarry and already hear it all during the day. They do not want to be woken up in the middle of the night due to crushing. They would like Milestone to compromise on crushing hours.

Sharon Folcey read a letter from Ron & Diane Hornburger, neighbor near quarry, they want things to stay as is.

A **motion** was made by Cedric Schnitzler, seconded by Ron Luethe to approve the extended hours of operation and hauling to match the Town of Wilton agreement. Hours of operations for Mining/Processing would be Five (5) day shifts 6:00am to 6:00pm weekdays and Five (5) night shifts 6:00pm to 6:00am (ending Saturday morning) limited to one hundred (100) night shifts per calendar year. Equipment maintenance, if needed, shall be completed before 4:00pm Saturday. Hauling would be daylight hours between 6:00am and 8:00pm Monday through Friday with daylight hours on Saturday 6:00am to 4:00pm. No operations, mining or hauling shall occur on Sundays or National holidays, namely, New Year's Day, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving, Christmas, except in emergency situations. Motion carried: 5-0.



September 28, 2020

**Sanitation & Zoning:**

**FEMA Floodplain Mitigation Grant  
DNR Municipal Flood Control Grant**

Alison reported that FEMA has awarded the Grant request for buyouts from the 2018 flood. Six out of 9 properties were approved. FEMA will offer a price and if the owner accepts, the county has 90 days from closing date to remove the structure(s). Alison will give a summary of the grant and process at next month’s meeting.

**Shoreland Zoning violation in the Town of Wilton (Borntreger)**

Alison stated that Corporation Counsel is moving forward with the order to remove structure.

**Dog Control:**

Alison stated that they are still working on the wording for the barking ordinance. We are waiting on input from the Town’s on what ordinances they might already have. This topic will be discussed at the next meeting with a summary of the information from the Towns.

Linda Back stated that she doesn’t think the Towns have the proper resources to enforce a barking ordinance so she requests that the ordinance is at a county level.

**Financial Report**

**FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

Discussion was held and the financial report was reviewed by the Committee.

**August 2020**

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	331.98	Sanitation		Sanitation	55.00
Zoning	137.54	Zoning		Zoning	84.90
Dog Control BOA	2023.11	Dog Control		Dog Control	725.23
<b>Total</b>	<b>2,492.63</b>	<b>0</b>			<b>865.13</b>

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Monday, October 19, 2020 and will start at 6:00 pm in the County Board meeting room in the Justice Center. Possible agenda items:

Application of Albert Van Maren and Jeffery & Donna Bass for a conditional use permit to operate a campground/RV Park.

A **Motion** to adjourn was made by Ron Luethe and seconded by Mary Cook. Motion carried: 5-0.

Meeting adjourned at 7:00 p.m.

*Recorded by Cassie Cunitz*

October 19, 2020

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 P.M. by Alan McCoy.

Present: Mary Cook, Cedric Schnitzler, Ron Luethe, and Alan McCoy. Absent: Sharon Folcey.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator, Amber Dvorak & Jeff Leis, Humane Officers & members of the public.

### **Possible Corrections and Approval of September 28, 2020 Meeting Minutes.**

A **motion** was made by Ron Luethe and seconded by Mary Cook to approve the minutes from the September 28, 2020 meeting. Motion carried: 4-0.

**Public Comments: (3 minutes each, one time only)-** .None

### **Public Hearings:**

Application of Jeffrey & Donna Bass for a **conditional use permit** to operate a Campground/RV Park on property located at 9547 Hwy 12, in part of the NE 1/4, SW 1/4, Section 16, T18N, R1W, Town of LaGrange, parcel number 020-00429-0000, 16.98 acres. The adjoining land use recreation & residential.

Alison received a call from the applicant as well as the Town of LaGrange chairman, John Guthrie and Georgeanne Murry, Planning Commission Chair of LaGrange, requesting to postpone the public hearing. The applicant felt that they would be ready in two months. The applicant is having issues with accessing the property from a US Highway. The applicant requested a postponement until the agenda for January 18, 2021 at this time.

A **motion** was made by Cedric Schnitzler and seconded by Ron Luethe to postpone the conditional use permit public hearing until the January 18, 2021 committee meeting to be held at 6 p.m. at the Monroe County Board Assembly Room 1<sup>st</sup> Floor-Room #1200, 112 South Court Street, Sparta, WI 54656. Motion carried 4-0.

### **Sanitation & Zoning:**

#### **FEMA Floodplain Mitigation Grant**

#### **DNR Municipal Flood Control Grant**

#### **Shoreland Zoning violation in the Town of Wilton (Borntreger)**

Alison gave handouts of the work schedule and estimated completion dates and breakdown per the Committee's request at the last committee meeting.

FEMA Grant was awarded for 6 properties. Buildings will need to be demolished 90 days after closing however if this happens in December we can ask for an extension due to the weather.

Discussion was held. Questions were answered and Alison will keep the Committee informed each month of the progress.

There is no update to report in regards to the Shoreland zoning violation in the Town of Wilton (Borntreger) at this time.

**Dog Control:**  
**Dog Barking Ordinance wording**

Alison received feedback from the Towns regarding dog barking ordinance survey. Alison complied a handout which was given to the Committee members to review.

On the list there were only two Towns that currently have ordinances in place.

After reviewing the handout there was discussion amongst the Committee members, Humane Officers and one public comment. (Linda Back)

After discussion it was decided that Alison would gather wording from other counties and input from Corp Council and bring back information at the November Committee meeting for further discussion.

**Carport**

Several years ago the Dog Control Dept was looking at installing a carport for the Dog Control vehicle. At that time the Committee felt that waiting to put up a garage would be a better option. However, it has been several years and due to the lack of funding for a garage at this time the dept is asking the Committee to consider putting up a carport for their vehicle. There is a need to keep the vehicles clear from snow and ice to reduce the response time when called out.

Amber, Humane Officer, got two quotes for the Committee to review.

Discussion was held:

After discussion the Committee was in agreement with the carport. We will check to see if maintenance department will be able to install.

A **motion** was made by Cedric Schnitzler, seconded by Ron Luethe to approve the carport shelter but not to exceed the \$3500 limit. The Committee agreed that donation money would be used to pay for the carport. Motion carried: 4-0.

**Play Yard Turf**

Alison explained to the Committee that it has been 4 years since used turf was installed in the dog shelter play yards. The turf is tearing up and developing holes. The dogs are able to get a hold of it and chew it. Alison handed out two turf samples from a company that specializes in turf for dogs.

Discussion was held:

Cedric explained that he feels it's a good idea to make sure that we have a good base/drainage under the turf before replacing it so that the new turf would last longer. A suggestion was made to check with the highway department labor and drainage material. The cost to replace the turf with new product will be around \$6-\$8,000. (Turf only).

Alison will check with David from the Highway Department and get an estimate on site prep. The shelter is looking at early Spring/Summer 2021 to have the turf replaced.

**Financial Report**

**FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

Discussion was held and the financial report was reviewed by the Committee.

**August 2020**

<b>Department Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	4,445.88	Sanitation		Sanitation	55.00
Zoning	371.77	Zoning		Zoning	66.60
Dog Control BOA	496.38	Dog Control		Dog Control	186.70
<b>Total</b>	<b>5,314.03</b>	<b>0</b>		<b>308.30</b>	

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Monday, November 16, 2020 and will start at 6:00 pm in the County Board meeting room in the Justice Center. Possible agenda items: Two public hearings, CUP and COZ. Further discussion on dog barking ordinance.

A **motion** to adjourn was made by Alan McCoy and seconded by Ron Luethe. Motion carried: 4-0.

Meeting adjourned at 7:30 p.m.

*Recorded by Gretchen Jilek*

November 16, 2020

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:00 P.M. by Alan McCoy.

Present: Mary Cook, Cedric Schnitzler, Ron Luethe, Alan McCoy and Sharon Folcey.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator, and Jeff Leis on-call Humane Officer.

### **Possible Corrections and Approval of October 19, 2020 Meeting Minutes.**

A **motion** was made by Ron Luethe and seconded by Mary Cook to approve the minutes from the October 19, 2020 meeting. Motion carried: 5.0.

**Public Comments: (3 minutes each, one time only)-** .None.

### **Public Hearings:**

Application of Michael & Wendy Brueggeman for a **conditional use permit** to allow the use of a single manufactured home greater than 20 years old located at 20200 Kelp Ave, Norwalk, in part of the NW  $\frac{1}{4}$  of NW  $\frac{1}{4}$ , Section 7, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00136-2100, 5 acres. The adjoining land use is agricultural and residential.

Michael and Wendy Brueggeman were present. Alison explained what the Brueggeman's intent was regarding their mobile home.

Alison read the letter from the Town of Wilton stating they had no objections to the Brueggeman's using a single manufactured home greater than 20 years old.

Alan Olson was present representing Milestone Materials. He stated that at some point in the future they will pursue permitting to have a mine in this location. They do take precautions when blasting so it hopefully won't affect Brueggeman's well.

A **motion** was made by Cedric Schnitzler and seconded by Ron Luethe to approve the conditional use permit to allow the use of a single manufactured home greater than 20 years old located at 20200 Kelp Ave, Norwalk. Motion carried: 5-0.

A petition by Brian and Linda Back, for a **change of zoning** district from Shoreland-Wetland to Shoreland General for part of a parcel of land located at 10558 Freedom Rd, Tomah, WI, in the NE $\frac{1}{4}$ -SE $\frac{1}{4}$ , Section 21, T18N, R1E, tax parcel # 006-00541-5000, Town of Byron, Monroe County, 0.29 acres, (145 ft. x 86 ft. area). Reason for change of zoning is to place fill along manmade pond to create swimming and beach area.

Linda Back was present. Alison explained to the Committee and public the reason for the change of zoning for Brian and Linda to improve an existing pond for use by the Campground patrons.

Alison read the November minutes from the Town of Byron stating they had no objections to the petition request.

Randy Shaw made a comment: All three ponds were manmade and the surrounding area around the campground was all swamp and wants to make sure the rest stays swamp.

November 16, 2020

A **motion** was made by Mary Cook and seconded by Ron Luthe to approve the change of zoning district from Shoreland-Wetland to Shoreland General for part of a parcel of land located at 10558 Freedom Rd, Tomah. This will be forwarded to the full County Board for approval on November 19, 2020. Motion carried: 5-0.

### **Sanitation & Zoning:**

#### **FEMA Floodplain Mitigation Grant**

Alison has received approved amounts for properties from FEMA and is hoping to have purchase offers to owners this month and possible closings in December.

#### **DNR Municipal Flood Control Grant**

Alison and Roxie are coordinating with the DNR to meet the local match for the FEMA grant.

#### **Shoreland Zoning violation in the Town of Wilton (Borntreger)**

The issue is still being worked on with Corp. Council on addressing the violation. Andy Kaftan was present and stated that he is still looking into the issue of how to best recuperate the cost of the removal of the structures if the County has to do it themselves.

### **Dog Control:**

#### **Dog Barking Ordinance wording**

Andy Kaftan spoke about the wording and had an example of the City of Appleton's noise ordinance. The Committee was also given examples of wording that would regulate noise either qualitatively or quantitatively. Andy discussed the pros and cons of enforcement with either approach.

Discussion was held:

Linda Back spoke and stated that the Towns won't enforce their ordinances so it should be at the county level.

Ron Luethe made a **motion**, seconded by Cedric Schnitzler for Corp Council to draft wording for an ordinance to regulate nuisance dog barking. Motion failed: 2-3 (Mary Cook, Sharon Folcey and Alan McCoy-no).

Mary Cook made a **motion**, seconded by Sharon Folcey to drop this discussion and not pursue wording. Motion carried: 4-1. (Ron Luethe- no).

**Carport:** Alison explained to the Committee that at our last Committee meeting the amount approved for the purchase of a carport was \$3500. The order amount will be over by about \$95. However there will be a rebate that will bring the final amount paid below \$3,500.

Cedric Schnitzler made a **motion**, seconded by Mary Cook to approve the additional amount of \$95 for the initial order bringing the allowed amount to \$3,595. Motion carried: 5-0.

November 16, 2020

**Financial Report**

**FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

Discussion was held and the financial report was reviewed by the Committee.

**August 2020**

<b>Department Vouchers</b>		<b>Interdepartmental Transfers</b>		<b>Credit Card Voucher</b>	
Sanitation	224.24	Sanitation		Sanitation	
Zoning	500.00	Zoning		Zoning	17.85
Dog Control BOA	1053.99	Dog Control		Dog Control	78.24
<b>Total</b>	<b>1778.23</b>	<b>0</b>			<b>96.09</b>

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Monday, December 21, 2020 and will start at 6:00 pm in the County Board meeting room in the Justice Center. Possible agenda items: Two CUP public hearings.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Ron Lueth. Motion carried: 5-0.

Meeting adjourned at 7:10 p.m.

*Recorded by Cassie Cunitz*

December 21, 2020

## **Sanitation/Planning & Zoning/Dog Control**

Meeting called to order at 6:03 P.M. by Alan McCoy.

Present: Mary Cook, Cedric Schnitzler, Ron Luethe, Alan McCoy and Sharon Folcey.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Administrator

### **Possible Corrections and Approval of November 16, 2020 Meeting Minutes.**

A **motion** was made by Cedric Schnitzler and seconded by Mary Cook to approve the minutes from the November 16, 2020 meeting. Motion carried: 5-0.

**Public Comments: (3 minutes each, one time only)-** ..None.

### **Public Hearings:**

Application of for a **conditional use permit** for a Dog Kennel, at 22819 County Hwy A, Tomah, WI in part of the NE1/4, NE 1/4, Section 7 T16N, R1W, Town of Wilton, parcel number 048-00128-2000, 4.43 acre parcel. The adjoining land use is agriculture and some residential.

Katie was present and explained reason for applying for a kennel license. They currently have 5 dogs over the age of 5 months. They raise Golden Retriever's that have a litter once a year and sell them. They are kept in their home not in an outside kennel. They have a policy with the buyers that if they decide not to keep the puppy that it is returned to them so that their puppies do not end up in shelters. They do not plan to expand their breeding or number of dogs. They just want the CUP in case they would need to take in a sixth dog.

A letter was received from the Town of Wilton stating they had to issues with the CUP for a Kennel as long as she was in compliance with other County regulations.

A **motion** was made by Sharon Folcey and seconded by Mary Cook to approve the conditional use permit for a Dog Kennel for Kathleen (Katie) Schindler, at 22819 County Hwy A, Tomah, WI in part of the NE1/4, NE 1/4, Section 7 T16N, R1W, Town of Wilton, parcel number 048-00128-2000, 4.43 acre parcel. Motion carried: 5-0.

Application of Steven Horstman for a conditional use permit to allow the use of a single manufactured home greater than 20 years old located at 4718 Co Hwy BC, Sparta in part of the SW ¼ of SE ¼, Section 18, T17N, R4W, in the Town of Sparta, Tax Parcel ID# 040-00528-0000, 18.5 acres. The adjoining land use is agriculture.

Alison spoke on behalf of Mr. Horstman. Alison handed out the floorplan of the mobile home. Mr. Horstman is proposing to replace a previously existing mobile home with a 1998 model on the same site. There is an existing well and septic system on site already. The reconnection sanitary permit has already been obtained. Mr. Horstman is just waiting for the approval of his application to be able to obtain the building permit from the Town so the mobile home can be occupied.

Clarence Justin-Town of Sparta Supervisor was present and stated that he went out to view the mobile home. Clarence said that the mobile home is in very good condition and very well maintained. The inside has been remodeled and is very nice. The Town of Sparta had no issues with the application but their only recommendation is that the permit is not transferable to another owner.



December 21, 2020

A **motion** was made by Cedric Schnitzler and seconded by Ron Luethe to approve the Conditional Use Permit to allow Steven Horstman to the use of a single manufactured home greater than 20 years old located at 4718 Co Hwy BC, Sparta in part of the SW ¼ of SE ¼, Section 18, T17N, R4W, in the Town of Sparta, Tax Parcel ID# 040-00528-0000, 18.5 acres. The adjoining land use is agriculture.  
2020. Motion carried: 5-0.

### **Sanitation & Zoning:**

#### **FEMA Floodplain Mitigation Grant/ DNR Municipal Flood Control Grant**

Alison gave a brief update where things are at this time with the buyout with both FEMA and the DNR.

Discussion was held.

#### **Shoreland Zoning violation in the Town of Wilton (Borntreger)**

Nothing to report at this time. This will be reviewed again at next month's meeting.

### **Dog Control:**

#### **Kevin Huff Wolf Hybrid Foster Facility Resolution**

A **motion** was made by Cedric Schnitzler, seconded by Ron Luethe to approve the renewal for Kevin Huff's Wolf Hybrid Foster Facility.

Alison explained to the Committee that the resolution is to continue the designation of Mr. Huff's facility as a Wolf Hybrid Foster Facility to house surrendered or confiscated wolf- hybrids for the year 2021. Alison explained that this needs to be renewed every year by Committee resolution.

The Committee and Alison wanted to thank Mr. Huff for his continued services to Monroe County. Kevin and his wife have been amazing citizens to our community providing their services and use of this special foster facility.

Motion carried: 5-0.

#### **Kevin Huff-Restricted animal permit**

Kevin Huff has one wolf-hybrid he has adopted for himself and needs to renew the restricted animal permit annually. Jeff Leis-On-Call Humane Officer went out to Mr. Huff's property to do the required inspection on November 21, 2020. Jeff reported that Kevin Huff has a very respectable and very well maintained facility as always which meets the Wisconsin Department of Natural Resources requirements for this type of animal.

A **motion** was made by Ron Luethe and seconded by Mary Cook to approve the restricted animal permit for Kevin Huff. Motion carried: 5-0.

### **Play Yard**

Alison met with the Dave and Larry from the Highway department regarding the need to remove several inches of dirt and put down lime screenings for drainage before installing new turf for the play yards.

Larry felt this was doable and that portions of the fencing could be removed to get an excavator in to complete the job. Alison was given an estimate of \$1,500 to \$1,600 to remove the dirt and put down the screenings.

Alison currently has two quotes for the turf:

December 21, 2020

Sports Facility

\$7200 new turf

Home Depot

\$5500 new turf

The play yard is about 2700 sq. feet so it would roughly cost \$7100 to \$9300 to complete this project. Alison will gather donation information at the end of year to report back to the Committee for future plans to replace the turf in the spring. (Should have reports by February meeting once the books are closed).

**Financial Report**

**FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS**

Discussion was held and the financial report was reviewed by the Committee.

**August 2020**

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1846.21	Sanitation		Sanitation	55.00
Zoning	311.61	Zoning		Zoning	127.70
Dog Control BOA	801.16	Dog Control		Dog Control	1193.98
<b>Total</b>	<b>2965.37</b>	<b>0</b>			<b>1376.68</b>

**Set Date for Next Meeting and Possible Agenda Items.**

The next meeting will be held Monday, January 18, 2021 and will start at 6:00 pm in the County Board meeting room in the Justice Center. Possible agenda items: Four public hearings, 3-Conditional Use Permits, 1-Change of Zoning.

A **motion** to adjourn was made by Ron Luethe seconded by Cedric Schnitzler. Motion carried: 5-0.

Meeting adjourned at 6:30 p.m.

*Recorded by Gretchen Jilek*