

7-19-2021

Sanitation/Planning & Zoning/Dog Control

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

Jim Kuhn was introduced and welcomed back to the Sanitation/Zoning Committee.

Present: Cedric Schnitzler, Ron Luethe, Alan McCoy, Mary Cook and Jim Kuhn.

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

Possible Corrections and Approval of June 21, 2021 Meeting Minutes.

A **motion** was made by Ron Luethe, seconded by Mary Cook to approve the minutes from the June 21, 2021 meeting. Motion carried: 5-0.

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

Public Hearing:

Application of David Borntreger for a **conditional use permit** for a Dog Kennel, at 26148 Kiln Ave Wilton, WI in part of the SW1/4, NW 1/4, Section 14, T16N, R1W, Town of Wilton, parcel number 048-00294-0000, 8.320 acres. The adjoining land use is agriculture.

David Borntreger was present. Alison read the letter from the Town of Wilton received on July 18, 2021. The Town of Wilton is requesting the public hearing be postponed until the building proposed for housing dogs is compliant with both the County and State Codes. Once the building is in compliance, the Town is asking to be notified. At that time the Town will review Mr. Borntreger's CUP application to determine if there are any conditions the Town would like to see attached to the CUP.

Alison asked Mr. Borntreger if he or anyone attended the Town of Wilton's board meeting. Mr. Borntreger stated that they had not. They also stated they have not received any correspondence from the Town since their meeting on July 13, 2021. Alison received the email from the Town on July 18th.

Jeff Leis-Humane Officer, stated that he had been out to David Borntreger's property where he checked out the building. A trailer that was brought onto the property to house the dogs. The trailer currently has dividers but needs to be brought up to code for the dogs including proper ventilation, heating, food, water, etc. Mr. Borntreger was also informed that he needs to contact the State with regard to a sellers license. Jeff Leis stated he gave Mr. Borntreger the list of what needs to be done but would be willing to help if requested.

Mr. Borntreger informed the Committee that he felt he could have all of this completed in two months.

A **motion** was made by Cedric Schnitzler, seconded by Ron Luethe to postpone the public hearing of the CUP application for a dog kennel for David Borntreger at 26148 Kiln Ave Wilton until the September 20, 2021 meeting at 6pm. Motion carried: 5-0.

Office relocation

Alison stated she had attended the Property/Maintenance Committee meeting last week regarding relocation for the Sanitation/Zoning department. Gary Spohn brought back numbers for cleaning,

7-19-2021

electrical, water/sewer, and pricing to remodel building B. Chad Ziegler-Park/Forestry, Jeremy Erickson-Land Records, Rick Folkedal-IT all attended. They will continue to obtain costs and will address again at the August Committee meeting.

2022 Budgets

Alison gave hand-outs to the Committee for 2022 budgets. Alison has been working on them this past week. Alison informed the Committee that she has not made any changes to the Revenue part of budget yet since the Committee was still discussing possible fee changes. The Committee decided they would like more time to look them over and will be readdressed at the August meeting.

Sanitation & Zoning

FEMA Floodplain Mitigation Grant & DNR municipal flood control grant

Alison briefly explained the project to Jim Kuhn and then updated the Committee on the status of the buyout properties. Since the June meeting the final property was purchased and bid for demolition of the last two properties were accepted and a contractor chosen. Asbestos was found in the house at 21284 St Hwy 27 which has delayed demolition but it should be proceeding now either this week or the next.

Discussion was held.

Shoreland zoning violation in the Town of Wilton. (Borntreger)

Alison updated the Committee on the situation with Mr. Borntreger's violation. He has moved the stream again and is now technically in compliance with the County Codes. Alison has notified the Department of Natural Resources so it is up to them to move forward with any State Code violations.

Zoning violation in the Town of Ridgeville (Swenson)

Alison did another site visit on Mr. Swenson's on July 14, 2021. She stated that he has made some progress however not enough to show substantial progress. Alison stated to Mr. Swenson that she feels he needs help with getting things removed and that he should concentrate on the front area of the property. Mr. Swenson agreed that he cannot do this himself and wants to get this done. Alison will do another site visit August 2nd before his court date on August 3rd.

Fees

Alison gave a hand-out to the Committee members. Alison is proposing to make some changes to the structure of the zoning fees to simplify the fee schedule. Handouts compared cost to the County for each type of permit and well as showed an example of how restructuring the fees could simplify the process for the public as well as county staff.

Discussion was held.

The Committee would like Alison to send out the proposed zoning fee changes to the zoned towns for feedback and discussion at the August meeting.

Alison will also check out zoning fees for solar panels from other counties.

7-19-2021

Dog Control:

Additional Humane Officer certification

Amber Dvorak-Humane Officer explained to the Committee that there have been a total of 23-criminal cases so far this year. Currently she is the only full time staff and Jeff is the on-call Humane Officer. Amber cannot always take time away from the office and is looking for backup when needed. Amber has another employee that works at the shelter that would be interested in attending the Humane Officer Certification Training. The training is held only once a year (September) for a period of one week. The employee is willing to pay for her own motel expenses but would like the approval from the Committee to pay for the registration fee which is \$500. For an extra on-call humane officer there would be no additional hours budgeted. If utilized their time would come out the number of hours already budgeted.

Discussion was held:

A **motion** was made by Ron Luethe, seconded by Mary Cook to approve the \$500 application fee for the Humane Officer training. Motion carried: 5-0.

Fees

At the last Committee meeting the members asked for comparison Kennel and dog licenses fees from the surrounding counties.

Amber gave a hand-out to the Committee members and explained the fees in surrounding counties compared to Monroe County.

Randy Shaw addressed the Committee and had a list from multiple counties as well.

Discussion was held:

This issue has been brought up varies times in the past years and was explained that even with the comparisons of varies fees Monroe County is not set-up the same way as other counties so it is hard to compare prices for kennels and individual dog licensing to know how those off set the other county's costs.

Financial Report

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

Discussion was held.

June 2021

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	3281.17	Sanitation		Sanitation Credit	306.00
Zoning	339.32	Zoning		Zoning	11.80
Dog Control	1,289.29	Dog Control		Dog Control	1,198.18
BOA	25.96				
Total	4,935.74	0			1,515.98

7-19-2021

Set Date for Next Meeting and Possible Agenda Items.

The next meeting will be held Monday, August 23, 2021 (note 4th Monday change) and will start at 6:00 pm in the County Board meeting room in the Justice Center. Agenda items: There will be 5 PH-CUP, zoning fees and Budget will be readdressed as well.

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

Meeting adjourned at 7:50 p.m.

Recorded by Gretchen Jilek