

3-20-2023

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

Meeting called to order at 6:02 P.M. by James Kuhn in the Monroe County Board Assembly Room 1<sup>st</sup> Floor - Room #1200, 112 South Court Street.

Present: Jim Kuhn, Cedric Schnitzler, Todd Sparks, Zach Zebell and Mary Cook.

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

### **Possible Corrections and Approval of February 20, 2023 Meeting Minutes.**

Discussion was held.

A **motion** was made by Todd Sparks, seconded by Zach Zebell, to approve the minutes from the February 20, 2023 meeting. Motion carried: 5-0.

### **Leon Community Club Permit Fee waiver request**

Steve Hagen, president of the Club, spoke for the Leon Community Club asking why they need to get a survey and is requesting the permit fees to be waived. He said when they built the buildings the contractor told them they didn't need permits since they had state approved plans.

Alison gave the Committee background on the property at the Leon Community Club. In the past several years the club has added onto the main building and has built a new shed and added onto it without zoning permits. Both of these buildings are located in the mapped floodplain and require elevation information before permits can be issued. A surveyor could provide this elevation information.

Greg Selbrede, Town of Leon Chairman, spoke and requested the permit fees would be waived since they are a 501 C3 non-profit organization.

Nate Abbott spoke that the Leon Community Club had donated \$2000 for the County's rain monitoring stations.

Jim Kuhn suggested to use the County's LiDar elevation data to see where the Floodplain really is on the property and require a surveyor if it wasn't clear.

Discussion held.

A **motion** was made by Mary Cook, seconded by Zach Zebell to wave the permit fees for the Leon Community Club. Motion carried: 5-0.

### **Sanitation & Zoning Dept Questions & Updates** **Permit Fees**

A **motion** was made by Cedric Schnitzler, seconded by Mary Cook to put discussion of fees on table. Motion carried: 5-0.

Committee reviewed Sanitary Permit Fees and made suggestions for increases.

Alison suggested the creation of a new zoning permit fee for "Navigability Determinations" as the

3-20-2023

Department of Natural Resources will no longer be doing those as a service to the public. In 2022 they held training sessions and informed the Counties that would now be the responsibility of the County Staff. Alison explained that adding a new fee would be an amendment to the zoning code and briefly explained that process.

Alison was instructed to draw up a proposed draft of the zoning code changes as well as the Sanitation fee changes for discussion and possible action at the April meeting.

**Dog Control Dept Questions & Updates**

Discussion was held:

**Financial Report**

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

**Budget Adjustment**

Alison explained that monies for revenue and matching expense line items entitled confiscated animals was inadvertently omitted from the 2023 budget. The pair of these line items is designed to be a “wash” within the budget. The cost of care for confiscated animals held as evidence for criminal cases will be invoiced and reimbursed by the owners until the case is resolved. The estimated dollar amount of \$5,000 was chosen to allow for these line items to be used without having to come back to the full County Board every month to approve payment of each invoice as they are received. The proposed budgetary adjustments would allow for use of these line items.

Discussion was held:

A **motion** was made by Cedric Schnitzler, seconded by Mary Cook, to approve the budget adjustment in the amount of \$5,000 for the revenue and matching expense line item entitled confiscated animals that was inadvertently omitted from the 2023 budget Motion carried: 5-0.

**January 2023**

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	273.36	Sanitation		Sanitation Credit	
Zoning	636.76	Zoning		Zoning	13.76
Dog Control BOA	1864.06	Dog Control		Dog Control LR	191.36
<b>Total</b>	<b>2,774.18</b>				<b>205.12</b>

Discussion was held

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

The next meeting will be held Monday, April 17, 2023 and will start at 6:00 pm in the Monroe County Justice Center Monroe County Board Assembly Room 1<sup>st</sup> Floor - Room #1200, 112 South Court Street, Sparta, WI 54656. Agenda items: FEMA buyout grant update, zoning code changes and fee increases.

A **motion** to adjourn was made by Todd Sparks, seconded by Mary Cook. Motion carried: 5-0.

3-20-2023

Meeting adjourned at 7:57 PM.

*Recorded by Alison Elliott*

The minutes are not official until approved by the Zoning Committee at their next regular meeting.