

11-20-2023

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

Meeting called to order at 6:03 p.m. by James Kuhn in the Monroe County Board Assembly Room 1<sup>st</sup> Floor - Room #1200, 112 South Court Street.

Present: James Kuhn, Cedric Schnitzler, Todd Sparks, Mary Cook. Excused absence, Zach Zebell.

Also Present: Alison Elliott-Sanitation, Zoning, Dog Control Director; Jeff Leis: On-Call Humane Officer

### **Possible Corrections and Approval of October 30, 2023 Meeting Minutes.**

A **motion** was made by Cedric Schnitzler, seconded by Mary Cook, to approve the minutes from October 30, 2023. Motion carried: 4-0.

### **Public Hearings:**

Application of Heidi James for a conditional use permit to allow the use of a single manufactured home greater than 20 years old located at 28371 Grosbeak Ave, Tomah, in part of the NE ¼ of NW ¼, Section 6, T17N, R1E, in the Town of Oakdale, Tax Parcel ID# 030-00113-4800, 1.66 acres. Previous conditional use permit expired. The adjoining land use is residential.

Heidi James contacted Alison by phone today, 11-20-2023 stating she would not be able to attend the meeting tonight due to her work schedule (mail delivery).

Alison reported that the Septic System and Well have been hooked up, however still waiting to have the electric hooked up. The septic system does not work until the power is hooked up.

The Town of Oakdale sent an email to Alison, the Town of Oakdale is not opposed to Heidi James CUP as long as the requirements from the prior permit for sanitary and electrical connections were included.

Bob Singleton, neighboring property owner, stated that he knows that the electric is not hooked up therefore she cannot use the septic system and is still dumping her waste materials outside. He stated that she has been living there for four years now and asked how long this can go on. He wants her to stop dumping her waste materials outside. He also feels that the well is not functional yet since there is a bucket over the well.

Alison stated that the County Sanitary Codes are for the structure and to make sure a sanitation permit is issued and the septic system installed properly. The Sanitation department does not regulate the dumping of waste outside and suggested to contact the Monroe County Health department.

A motion was made by Cedric Schnitzler, seconded by Todd Sparks to put on the floor for discussion.

Discussion was held:

Todd Sparks felt that the septic system, well and electric should all be functional and working to approve the application.

A **motion** was made by Todd Sparks, seconded by Cedric Schnitzler, to approve the application for Heidi James for a conditional use permit with the condition that the electric to the house, sewer and water are all hooked up, inspected and functional within 45 days, (January 4, 2024), to allow the use of a single manufactured home greater than 20 years old, located at 28371 Grosbeak Ave, Tomah, WI Motion carried: 4-0.

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

Alison informed the Committee that our recent new employee for the Zoning Officer-Reece Vyrzal informed us that he accepted another offer. Alison stated that we have hired a new Sanitation and Zoning Specialist. Cynthia Stierman started November 6, 2023. We have been extremely busy these past two weeks and she has had a great opportunity to get a lot

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field work experience before winter.

Alison informed the Committee that we are moved into our new office location at 777 S. Black River St. Suite #2. We are still settling in and still have some unpacking to do but for the most part things went well. Thanks to our Maintenance Department for making the transition go smoothly. They were very helpful with the move. The Information Systems Department was also very helpful. They had the phones and computer systems ready to go the day we moved in.

### **Dog Control Dept Questions & Updates**

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

This is a renewal of a resolution due annually to be able to utilize Kevin's facility to house wolf-hybrids until they can be rehomed. Kevin and his wife Melissa were present. Jeff Leis, on-call Humane Officer addressed the Committee. He stated that he and other dog control staff inspected the facility. He had a slide presentation for the Committee. Kevin explained as we went through the slides. Kevin answered questions the Committee had. Jeff stated that Kevin and his wife have put a lot of thought and hard work into their facility.

Discussion was held:

A **motion** was made Mary Cook, seconded by Todd Sparks, to approve the Wolf Hybrid Foster Facility resolution for Kevin Huff. Motion carried: 4-0.

A **motion** was made by Todd Sparks, seconded by Mary Cook, to approve the restricted animal renewal permit for Kevin Huff. Motion carried: 4-0.

#### **Haley Jewel Rabies Quarantine Isolation Facility Resolution**

Alison informed the Committee that there is a strong need for Quarantine Isolation facilities. Currently it is very difficult for an animal owner to find a veterinary clinic or other location willing to keep dogs/cats for the required quarantine period after that animal has bitten a person. This has become an issue over the past several years.

Jeff Leis-On-Call Humane Officer introduced Haley Jewel to the Committee. Haley submitted a business plan to the Committee in their packets. Haley has a vet tech degree and has worked for three different veterinary clinics over the years. She specialized in handling the very aggressive dogs and observing their behavior.

Haley is proposing to offer an isolation facility to animal owners that have been ordered by law enforcement to quarantine their animals to comply with State laws regarding rabies control. This would not be a facility that is utilized by the county. It would just be for private individuals. She has staff that have to be trained for proper quarantine isolation purposes. She has a manager that will be running the facility as she does have a full-time job as well.

Jeff Leis had a slide presentation for the Committee showing Haley's plans for the facility. The reason for quarantine isolation is when someone has a bite by an animal and there are no records of rabies vaccine in the past 3 years. There is a 10-day quarantine period required to observe the animal. A veterinarian needs to come and check on the animal three different times within that 10-day period and give a rabies vaccine at the end of the quarantine period. Haley has an agreement with Veterinarian Eli Yoder to come to the facility to do these checks.

Haley purchased a dog breeding facility and has been remodeling it into a dog boarding and Quarantine Isolation Facility. Jeff Leis has been out there three different times to make suggestions to assist Haley. Haley showed a slide of the facility and her intent with the various sizes of dogs, 4 kennels set up for large breed, 3 small breeds and an area for cats as well.

Haley also stated that she will have a boarding location as well but will be totally separate from the Quarantine Isolation area. (She showed this on her floor plans). Haley answered questions from the Committee.

#### **Discussion was held:**

A **motion** was made by Cedric Schnitzler, seconded by Mary Cook to approve the Howling V Kennels located at 26682 County Highway V, Kendall, WI as an Isolation Facility for Rabies Quarantine. Motion carried: 4-0.

**Financial Report**

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

Discussion was held.

**October 2023**

Department Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1,728.00	Sanitation		Sanitation Credit	
Zoning	426.52	Zoning		Zoning	299.80
Dog Control BOA	2,055.31	Dog Control		Dog Control LR	43.74
<b>Total</b>	<b>4,209.83</b>				<b>343.54</b>

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

The next meeting will be held Monday, December 18, 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: (1) COZ-Greeno-Town of Oakdale, (1) CUP-Town of Tomah-retreat

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Todd Sparks. Motion carried: 4-0.

Meeting adjourned at 7:10 p.m.

*Recorded by Gretchen Jilek*

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