

January 20, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Gail Chapman, James Kuhn, and Paul Steele

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

Motion was made by James Kuhn, seconded by Douglas Path to approve the minutes from the December 16, 2013 meeting. Motion carried 5-0

PUBLIC HEARINGS - none

DOG CONTROL

Building Expansion Project – Nothing to report, no further progress.

Foster facility annual renewal –

Kevin Huff was present. He currently has the Monroe County wolf hybrid foster facility. Kevin recently passed the DNR (Matt Modjeski) inspection of his facility. Kevin works with the DNR to track the animals. He currently has two foster wolf hybrids. He presented pictures and descriptions of the property and facility.

A **Motion** was made by James Kuhn, seconded by Paul Steele to approve the resolution designating Mr. Huff's facility as a Monroe County wolf-hybrid foster facility.

Motion carried 5-0.

Restricted animal permit annual renewal

Kevin explained the daily operations of his facility and answered questions from the committee.

A **motion** was made by Paul Steele, seconded by James Kuhn to approve the renewal of the Restricted Animal Permit. Motion carried 5-0.

Mr. Huff also updated the committee on the new DNR five-step process for determining if an animal is a wolf hybrid. He gave a copy of the new policy to the committee.

New Adoption fees

Sharlee Mittelstaedt asked the committee to clarify the new \$100.00 adoption fee. It was understood that the license fee is included in the \$100.00 just as it is in the \$70.00 fee.

SANITATION AND ZONING

Farmland Preservation Plan designates areas that are to be preserved as farmland. Hence owners can qualify for farmland preservation tax credits. Our County plan expired the end of 2013. We have one year to establish a new plan. This will be incorporated into the comprehensive plan.

Public participation plan The County must adopt a Public Participation Plan that outlines how the public will be participating in the development of the Farmland Preservation Plan. Alison presented the Public Participation Plan, along with a timeline for drafting and adoption of the new Farmland Preservation Plan.

A **motion** was made by James Kuhn, seconded by Paul Steele to approve the Resolution adopting the Public Participation Plan and forward to the full County Board for approval. Motion carried 5-0.

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Exploring Regional Economic Opportunities 2014 Conference Attendance

The Committee was made aware of the Conference to be held on February 27, 2014 at Fort McCoy. Money for registration has been budgeted. Anthony Boltik, James Kuhn, and Gail Chapman expressed interest in attending. The Committee also asked Alison to attend.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures – Line Item Transfers – Budget Adjustments

Line item transfers – 2013

Sanitation & Zoning – Printing line item as over budget due to the number of public hearings. Money was taken from the postage line item.

Dog Control – Gas utilities, Phone Building Maintenance, Printing and Electricity items were all over budget. Money was transferred from the Rabies Vaccination line item.

A **Motion** was made by Paul Steele, seconded by Gail Chapman to approve all the transfers for both departments. Motion carried 5-0

2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|---------------------|----------------|------------------|---------------|-----------------------------|--------------|---------------------|---------------|
| Sanitation | 7.16 | Sanitation | 82.82 | Sanitation | 59.67 | Sanitation | 218.15 |
| Zoning | 131.44 | Zoning | 111.55 | Zoning | | Zoning | 118.11 |
| Dog Control | 1193.44 | Dog Control | 291.70 | Dog Control | | Dog Control | 196.55 |
| Total | 1332.04 | Total | 486.07 | Total | 59.67 | Total | 532.81 |

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|---------------------|---------------|------------------|--|-----------------------------|--|---------------------|--|
| Sanitation | 294.82 | Sanitation | | Sanitation | | Sanitation | |
| Zoning | 85.00 | Zoning | | Zoning | | Zoning | |
| Dog Control | 131.00 | Dog Control | | Dog Control | | Dog Control | |
| Total | 510.82 | Total | | Total | | Total | |

Questions were answered and a discussion was held.

A **motion** was made by Paul Steele, seconded by Gail Chapman to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, February 17, 2014 at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium. Possible agenda items will be the end-of-the-year financial report, and a possible budget adjustment for the Board of Adjustment Committee’s Attorney expense.

A **motion** to adjourn at 7:35 PM was made by James Kuhn, seconded by Gail Chapman. Motion carried 5-0

Recorded by Sharlee Mittelstaedt

February 17, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:05 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Gail Chapman, and James Kuhn

Absent: Paul Steele

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

Motion was made by Gail Chapman, seconded by James Kuhn to approve the minutes from the January 20, 2014 meeting. Motion carried 4-0.

DOG CONTROL

Building Expansion Project

Alison was in contact with the cement contractor (Jerry Cote) to confirm that he is still planning to do the work at the Animal Shelter. He will begin work as soon as the weather permits.

The Committee reviewed the monthly statistics.

PUBLIC HEARINGS

Amendments to the Monroe County Floodplain Ordinance Chapter 50

FEMA submitted a Letter of Map Revision (LOMR) to the zoning office This LOMR removes the residence located at 21284 St Hwy 27 from the floodplain district. The proposed amendment to Ch 50 would include this LOMR into Sec. 50-233, Floodplain Study Appendix. The Committee reviewed the paperwork.

A **Motion** was made by Gail Chapman, seconded by James Kuhn to approve the proposed changes to Chapter 50. Motion carrier. 4-0

SANITATION AND ZONING – Nothing to report

Farmland Preservation Plan – This will be on the agenda until the plan is complete. It will be discussed at the next County Board Meeting. Alison will be there to answer questions.

Year-end reports – all departments

All reports were reviewed.

Dog Control report is reviewed and a discussion was held. Dog numbers through the shelter continue on a downward trend.

Sanitation figures are basically the same as 2012. Budget came in under budget.

Zoning budget also came in under budget.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures – Line Item Transfers – Budget Adjustments

Budget Adjustment for Dog Control – The Humane Officer retired on December 31, 2013. All vacation and 1/4 of her Sick Leave bank were paid out at that time. This adjustment is for the amount of that payout.

Line item transfers –

Dog Control –

Salaries were over because we utilized on-call workers in 2013. This was new in 2013 so was not previously budgeted. Building maintenance is over due to increased cost of maintenance of new additions unplanned for in the 2013 budget. Money was transferred from Overtime and Vehicle Maintenance to cover these expenditures.

February 17, 2014

A **Motion** was made by James Kuhn, seconded by Gail Chapman to approve the budget adjustment and line item transfers for dog control. Motion carried 4-0

Sanitation & Zoning –

Board of Adjustments had to hire an attorney in 2013 for an appeal. This is only done on rare occasions so it is not normally put in the Budget. Money was transferred from multiple line items to cover that expense.

A **Motion** was made by Douglas Path, seconded by James Kuhn to approve the transfer. Motion carried 4-0.

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|---------------------|----------------|------------------|---------------|-----------------------------|-------|---------------------|---------------|
| Sanitation | 199.58 | Sanitation | ----- | Sanitation | ----- | Sanitation | 8.27 |
| Zoning | 185.31 | Zoning | ----- | Zoning | ----- | Zoning | 20.00 |
| Dog Control | 1431.10 | Dog Control | 227.98 | Dog Control | ----- | Dog Control | 360.44 |
| Total | 1815.99 | Total | 227.98 | Total | ----- | Total | 388.71 |

An interdepartmental transfer was made to cover the upcoming Conference Registration.

Questions were answered and a discussion was held.

A **motion** was made by James Kuhn, seconded by Douglas Path to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, March 17, 2014 at 6:00 pm at the Rolling Hills Auditorium.

A motion to adjourn at 7:00 PM was made by Douglas Path, seconded by Gail Chapman. Motion carried 4-0

Recorded by Sharlee Mittelstaedt

March 17, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Vice Chairman, Douglas Path

Present: Doug Path, Paul Steele, Gail Chapman, and James Kuhn

Absent: Anthony Boltik

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

Motion was made by James Kuhn, seconded by Gail Chapman to approve the minutes from the February 17, 2014 meeting. Motion carried 4-0

PUBLIC HEARINGS - None

DOG CONTROL

Building Expansion Project

Alison spoke with Jerry Cote and he plans to begin our project after April 1, 2014. The Committee asked that Alison give Mr. Cote an expected date of completion. If he cannot complete the project by that date she is to contact another contractor.

Margaret's Resignation – Margaret has submitted her letter of resignation for the Monroe County Humane Society Liaison. The Humane Society will be notified and asked to recommend a new Liaison.

Dog license sales plan

Alison presented the Committee with a plan to send reminder notices in May of 2014 to people who did not get their 2013 dog licenses renewed. This plan would require extra postage to be spent but has the potential to increase revenues quite a bit.

A **Motion** made by Gail Chapman, Seconded by Paul Steel, to approve the Dog license sales plan for 2014. Motion carried 4-0.

Humane Officer Update

Amber Cordes was hired as the full time Humane Officer. She will need to obtain her Humane Officer certification in the fall. She will be handling the operations of the shelter as well as the dog bites and nuisance complaints. Bekah Weitz was hired as an on call Humane Officer to handle the abuse and neglect cases.

Request for Credit Card for new Humane Officer

Alison is requesting a credit card with a \$500 limit to be issued to Amber Cordes, the new Humane Officer.

A **Motion** was made by Jim Kuhn, seconded by Paul Steel, to approve the credit card with a \$500 limit for Amber Cordes. Motion carried 4-0.

SANITATION AND ZONING –

Wireless Communications Legislation –

Alison presented proposed changes to Ch 47- the zoning code with regards to wireless communications towers. These changes reflect new requirements in Sec. 66.0404 & 66.0406 Wis. Stats. These changes will be on the agenda for discussion at the April committee meeting and a public hearing may be held on them in May.

Spring WCCA Conference attendance -.

Alison requested permission for Ken Elliott to attend the Spring Wisconsin County Code Administrators Conference. This conference will be held in Wausau on April 3rd and 4th.

A **Motion** was made by Jim Kuhn, seconded by Paul Steel, to send Ken Elliott to the spring WCCA conference. Motion carried 4-0.

Farmland Preservation Plan

Alison reported that county staff is in the process of meeting with Towns. An Open House is planned for May 19th prior to the regular Committee meeting.

March 17, 2014

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

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|---------------------|---------------|------------------|---------------|-----------------------------|---------------|---------------------|---------------|
| Sanitation | 115.03 | Sanitation | 127.00 | Sanitation | | Sanitation | |
| Zoning | 55.61 | Zoning | 148.00 | Zoning | | Zoning | 12.07 |
| Dog Control | 438.00 | Dog Control | 237.38 | Dog Control | 500.00 | Dog Control | 228.01 |
| Total | 608.64 | Total | 512.38 | Total | 500.00 | Total | 240.08 |

Questions were answered and a discussion was held.

A **Motion** was made by Jim Kuhn, seconded by Paul Steel to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0.

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, April 21, 2014 at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn at 7:50PM was made by Paul Steel, seconded by Gail Chapman. Motion carried 4-0.

Recorded by Sharlee Mittelstaedt

April 21, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:03 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, Gail Chapman, and James Kuhn

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

Motion was made by Gail Chapman, seconded by James Kuhn to approve the minutes from the March 17, 2014 meeting. Motion carried 5-0.

PUBLIC HEARINGS - None

DOG CONTROL

Building Expansion Project

Cement walls are completed as well as the gas meter barriers. If the flooring is done then we can go to the next step. The shelter needs B&B fencing to complete the outside runs and All American needs to put on the roof. Then the new addition will be complete.

Allowing Humane Officer to modify fees in certain circumstances

Amber asked that she be allowed to reduce the adoption fees in certain circumstances. She also requested permission to forgive the boarding fees under certain circumstances. Amber explained exactly when and what circumstances she would consider these reductions. Discussion held.

A **Motion** made by Paul Steele, Seconded by Douglas Path, to approve that Amber to able to alter the fees but she must give a monthly report showing the reductions. Motion carried 5-0.

Paulette Hanson's name was submitted to the Board to consider for the Humane Society Liaison.

The Highway Dept. is asking for the altering of the new play yards.

There seems to be a discrepancy about the new play yard fencing and where it is placed. The highway Dept. feels that it is too close to their retaining wall. They need more room, preferably 10 feet more, to maneuver their equipment. Alison explained that the fencing was basically placed around the septic system and the equipment could not be used in that area because they cannot drive over the septic. A discussion was held. Alison was asked to attend the next Hwy Dept. Committee meeting to explain why the fence must remain where it is and ask if the sand pile can be placed ten feet over to the West.

Play yard Turf Project

This time of the year the dogs get awfully muddy when let out into the play yards. Amber asked the Committee if they would consider purchasing used artificial turf used on football fields. The cost would be approximately \$3600. This discussion was put on hold to see what is decided about the fencing.

Amending Ch. 5 Animals

Bekah Weitz, our temporarily contracted Humane Officer, suggested that abatement orders be added to our ordinances as well as a reference to Wisconsin Statute Chapter 951. Bekah felt that it would help our County Humane Officer to also have them listed in the County Ordinances. Alison was asked to prepare a draft and also review all the Animal Control Ordinances. Alison will bring the draft, suggestions and possible changes to the Committee next meeting.

WE Energies presentation

WE Energies is proposing a second gas line called the Viking pipeline from Black River Falls to Tomah. This second line

April 21, 2014

is needed because of the continued growth in these areas. There is a need for increased gas capacity. The second line will also be used as a backup if something happens to the first line that leads from LaCrosse. There are currently two route plans that have been submitted to the Public Service Commission. The public hearing for this proposal will be May 15, 2014 at the Best Western in Black River Falls from 2:30pm to 7:00pm. If the proposal is passed, the pipeline should be completed in 2015. Committee questions were answered.

SANITATION AND ZONING –

Proposed amendments to Ch 47, Article V, Division 2 – Telecommunications

New State regulations have changed the local ability to regulate cell towers and radio towers. The County will have decreased ability to put conditions on new structures. Alison handed out proposed changes to the County Ordinance that reflects these changes. The Committee discussed changes in the application fees, (currently at \$800), public hearing requirements, and permit designations. It was decided to put this on the agenda again next month.

Farmland Preservation Plan -

The draft is almost done and will be on the website by the end of the month. There will be an Open House presentation at 5:00 pm on the night of our next Committee meeting, May 19, 2014. The Public Hearing is scheduled for August 19, 2014.

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

Line item transfers –

Dog Control –

The Mileage line item will now be utilized by our new Humane Officers. Money was transferred from the salary line item to cover the first mileage request.

Money was also transferred to cover an overage in the Printing and Quarantine line items.

A **motion** was made by James Kuhn, seconded by Paul Steele to approve the line item transfers. Motion carried 5-0

Alison asked that the Committee to keep in mind that the dog shelter will need to do something with the septic. Possibly hook up to the City’s sewer. Alison will research our options and costs for the 2015 budget.

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|---------------------|----------------|------------------|---------------|-----------------------------|-------------|---------------------|---------------|
| Sanitation | 381.32 | Sanitation | 0.00 | Sanitation | 0.00 | Sanitation | 0.00 |
| Zoning | 30.53 | Zoning | 0.00 | Zoning | 0.00 | Zoning | 12.98 |
| Dog Control | 2310.93 | Dog Control | 759.75 | Dog Control | 0.00 | Dog Control | 377.65 |
| Total | 2722.78 | Total | 759.75 | Total | 0.00 | Total | 390.63 |

Questions were answered and a discussion was held.

A **Motion** was made by Gail Chapman, seconded by Douglas Path to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, May 19, 2014 at 6:00 pm at the Rolling Hills Auditorium. Possible agenda items include the new abatement ordinances and the amendments to Chapter 47,

A **motion** to adjourn at 8:50 pm was made by Gail Chapman, seconded by James Kuhn. Motion carried 5-0

Recorded by Sharlee Mittelstaedt

May 19, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, Gail Chapman, and Cedric Schnitzler

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

Motion was made by Douglas Path, seconded by Gail Chapman to approve the minutes from the April 21, 2014 meeting. Motion carried 5-0

Election of Vice-Chairman

Anthony nominated Paul Steele for Vice-Chairman. There were no other nominees.

Voice Vote: Anthony Boltik = yes

Gail Chapman = yes

Paul Steele = yes

Cedric Schnitzler = yes

Doug Path = yes

Unanimous vote in favor 5-0

PUBLIC HEARINGS

Petition for a **change of zoning** district for Lisa & Jeff Brey from GA General Agriculture to R3 Rural Residential on a parcel of land located at 13287 Fairway Road Sparta WI, in part of the SE1/4 of the NW1/4 and the SW ¼ of the NE ¼ of Section 6, T17N, R4W, in the Town of Sparta.

Withdrawn by Lisa & Jeff Brey

Application for a **conditional use permit** for Larry Hutson to operate a buildings material reclaiming and sales small business, replacing CUP# 229-13. Request removal of requirement to build 40' x 102' building and propose to construct several small storage structures instead, on property located at 4975 Garden Avenue, in the Town of Sparta

Mr. Hudson has a Conditional Use Permit that has a condition that was requested by the Town for him to construct a 40x102 building by July 1, 2014. He no longer wants this large building. Instead he would like to construct multiple smaller units for the materials. For this he would be required to apply for this new Conditional Use Permit to replace the existing Permit. He approached the Town and was given a verbal approval for the change. There is no formal letter from the Town. Discussion was held and the Committee's questions were answered.

A **motion** was made by Cedric Schnitzler, seconded by Douglas Path to approve the Conditional Use Permit with the following conditions.

1. Permit is for the Hutson family only.
2. If material is stored outside, in view of nearby roads, a six foot privacy fence must be erected.
3. This permit replaces previously issued permit number 229-13 issued December 16, 2013.
4. This permit is for up to 10 structures to accommodate reclaimed building materials. A plot plan with the layout of these proposed structures shall be submitted to the zoning department prior to construction. Individual zoning permits will need to be obtained prior to construction of any additional structures.

Motion carried 5-0.

May 19, 2014

Petition for a **change of zoning** district for Randy Steinhoff from Business to R3 Rural Residential on a parcel of land located at 24697 ST Hwy 27, in part of the NW1/4 of the SW1/4, Section 32, T16N, R3W, in the Town of Wells

Mr. Steinhoff was unable to attend. Alison explained that Mr. Steinhoff purchased a parcel of land that is currently zoned Business. He would like to construct a house on that parcel to put up for sale. This parcel does meet all the requirements for R3 Rural Residential, the structure will be placed within the proper setbacks and there is an existing 66' easement. There is a letter from the Town of Wells stating their approval.

A **motion** was made by Douglas Path, seconded by Cedric Schnitzler to approve the zoning change and forward to the County Board. Motion carried 4-0. Anthony Boltik abstained

Application for a **conditional use permit** for Joe M. Yoder to operate a small engine sales & service business on property located at 23936 Logan Rd, in part of the NW1/4, of the NE1/4, Section 35, T16N, R1W, in the Town of Wilton

Mr. Yoder became aware of the need for the Conditional Use Permit when he applied for Zoning Permit #008-14 last March requesting an addition to his building. He approached the neighbors regarding this business and they have no objections. He avoids doing any work on the larger riding equipment. Some parts are currently outside and visible from the road. However, every spring he has this cleaned up. There is a letter from the Town approving this permit request.

A **motion** was made by Paul Steele, seconded by Gail Chapman to approve the Conditional Use Permit. Motion carried 5-0.

DOG CONTROL

Building Expansion Project

The walls have been constructed for the new outdoor kennels. The roof over the kennels is nearly complete. Next the gates and chain link fence will be installed. That should be the end of construction. Committee will begin to think about planning an open house.

Adoption Fees

Amber proposed a raise in adoption fees to \$125 for small dogs and puppies and \$95 for all other dogs. She presented a comparison sheet showing how this compares to other shelter fees. There was a discussion about possible reductions in fees for a dog that is in the shelter for an extended period of time. Also questioned transfer fees for Rescue Groups. All this will be reviewed at the June meeting

On-call employee hours

Amber requested an increase in the on-call hours so that the shelter will always be covered in case she needs to go out on a call. All of the costs and current budget were reviewed with Alison.

A **motion** was made by Cedric Schnitzler, seconded by Douglas Path to approve the increase of on-call hours on a temporary basis with a review before the 2015 budget is submitted. Motion carried 5-0.

Hours of Operation

Amber would like to change the hours of operation to afternoon hours. That way the public would not be going thru the shelter while the volunteers are cleaning and feeding the dogs. She feels that this would improve the number of adoptions and reduce stress on the cleaners and the dogs. The committee asked that we include one evening and present the exact hours of operation at next month's meeting.

Play Yards

The subject of installing artificial turf was revisited. The Committee put this item on hold until the expansion project is completed.

May 19, 2014

Budget Items for 2015

1. Because of the problems occurring with the septic at the shelter, Alison will get a cost estimate for hooking the shelter to City sewer and put that in the 2015 budget
2. New window in the kennel area of the shelter.
3. Advertising for the shelter on the radio, movie theaters etc.

4. Keyless entry. The cost is approximately \$1000. Many people currently have keys. Some are ex-employees/volunteers. More security is needed. Also discussed a motion detection camera. Because of the current need for security the committee felt that a lock was needed now.

A **Motion** was made by Cedric Schnitzler, seconded by Douglas Path to approve the purchase of a keyless entry lock. Motion carried 5-0.

Amending Ch. 5-Animals

Potential amendments discussed were:

- Abatement Orders. Andy Kaftan has volunteered to hear the appeals. Abatement Orders are criminal, not civil, matters and are handled by the District Attorney.
- Placing persons in “fear of being injured” by an animal.
- Cat bites and their quarantine process.
- Running at large
- Adequate food and water supply.
- Including references to state statutes not previously in our county code and correcting current references to reflect changes in the state statutes.

Alison will make these changes discussed and bring back to the Committee next month.

SANITATION AND ZONING –

Proposed amendments to Ch 47, Article V, Division 2 – Telecommunications

Changes in the State legislation regarding telecommunication towers limits the County’s ability to regulate. We can limit the height of cell towers but not radio towers. The permit fee was discussed. It is currently \$800. The Committee asked that Alison check with other Counties about their fees. They will discuss again next month. A public hearing will be required for these types of permits.

Farmland Preservation Plan -

The draft is done. The public hearing will be August 18, 2014. Then it must be approved by the County Board. The Comprehensive Plan will also need to be amended to include the Farmland Preservation Plan as an appendix.

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

Line item transfers –

Dog Control –

Printing, fuel & gas, and mileage items were over. Money was transferred from Assessor, building maintenance, and motor vehicle maintenance respectively.

A **motion** was made by Cedric Schnitzler, seconded by Gail Chapman to approve the line item transfers. Motion carried 5-0

May 19, 2014

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

(The Committee requested that the paperwork be given to them at the beginning of the meeting to give them time to review.)

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|---------------------|----------------|------------------|----------------|-----------------------------|-------------|---------------------|---------------|
| Sanitation | 2096.88 | Sanitation | 80.00 | Sanitation | 57.24 | Sanitation | 119.00 |
| Zoning | 797.31 | Zoning | 0.00 | Zoning | 0.00 | Zoning | 92.64 |
| Dog Control | 1840.31 | Dog Control | 3499.97 | Dog Control | 0.00 | Dog Control | 645.94 |
| Total | 4734.50 | Total | 3579.97 | Total | 0.00 | Total | 857.58 |

Questions were answered and a discussion was held. There were questions about a charge submitted by Bill's Heating and Plumbing for coming to explain how the regulators worked.

A **Motion** was made by Cedric Schnitzler, seconded by Douglas Path to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, June 16, 2014 at 6:00 pm at the Rolling Hills Auditorium. Possible agenda items include: Adoption fees, Revision of dog control policies, Shelter hours of operation and proposed amendments to. Chapter 5, 20 and 47.

A **motion** to adjourn at 9:10 pm was made by Douglas Path, seconded by Cedric Schnitzler. Motion carried 5-0

Recorded by Sharlee Mittelstaedt

May 28, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 5:15 pm. by Vice Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman, and Cedric Schnitzler

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

DOG CONTROL

Hours of Operation

New office hours for the Dog Shelter to be open to the public were presented to the Committee as follows:

Monday: 2pm-6pm
Tuesday: 12:30pm-4:30pm
Wednesday: 2pm-6pm
Thursday: 12:30pm-4:30pm
Friday: 12:30pm-4:30pm
Saturday: 10am-2pm
Sunday: Closed

Alison explained that the cleaning would continue to be done in the mornings and Amber Cordes, Humane Officer, work hours would remain 8am to 4:30pm. Discussion was held.

A **motion** was made by Cedric Schnitzler, seconded by Douglas Path to approve the new shelter office hours. Motion carried 4-0.

A **motion** to adjourn at 5:20 pm was made by Gail Chapman, seconded by Paul Steele. Motion carried 4-0.

Recorded by Alison Elliott

June 16, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:05pm. by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman (6:15PM), and Cedric Schnitzler

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

Motion was made by Douglas Path, seconded by Cedric Schnitzler to approve the minutes from the May 19, 2014 and May 28, 2014 meetings. Motion carried 3-0

Assignment of Vice Chairman

Paul Steele nominated Douglas Path for Vice-Chairman. There were no objections.

PUBLIC HEARINGS

Application for a **conditional use permit** for Wildcat Cranberry Bluff to operate a non-metallic mine, processing plant and rail spur on property located at 14379 Funnel Road, in parts of Sec. 1, 2, 11 & 12, T17N, R1E, approximately 578 acres, in the Town of Oakdale.

Jerry Pientak spoke for Wildcat Cranberry Bluff. He explained that the Company would like to add acreage to the already existing Conditional Use Permit. There was a letter from the Town of Oakdale that was summarized for the public, stating that the Town had no oppositions. There are several other State and local permits that will need to be obtained if this Conditional Use Permit is approved. The public was allowed 3 minutes each to ask questions and make comments. The concerns include: noise pollution, air quality, real-estate values, rail traffic (one line for three mines), and loss of the "country aesthetics".

Jerry Pientak, Aaron Scott, (Manager for Fairmont Minerals) and Mark Krumenacher, representative of GZA GeoEnvironmental, Inc responded to all the concerns. Regarding the property values, the public was asked to approach Mr. Pientak individually. The Union Pacific Railway Company causes the delays on the crossings when they are doing the required maintenance on the cars. This is Interstate Commerce and the local Companies do not have any control. Mr. Pientak offered his help to anyone, now and in the future with any of their concerns. Mr. Scott addressed the air quality issues. All employee work areas are constantly monitored. There will be constant surveillance of the environmental quality. Mr. Krumenacher emphasized that the National Industrial Sand Association, in which the Fairmont Mineral Company participates, was formed to prevent any health concerns.

A **motion** was made by Cedric Schnitzler seconded by Douglas Path to approve the conditional use permit. Motion carried 4-0

Petition for **change of zoning** district by Megan Kuchenbecker from GF General Forestry to R3 Rural Residential on a parcel of land located at 10715 County Hwy B Sparta WI, in part of the NE1/4 of the SW1/4, & NW ¼ of the SW 1/4, Section 24, T18N, R4W, in the Town of Sparta, and described as Lot #1 of 25CSM019, Doc #622317 for the purpose of reflecting actual property usage of the described parcel.

Alison explained that County Zoning Ordinance requires a 5 acre minimum parcel size in the General Forestry Zoning District. Megan's property is 3.01 acres. This was missed when the parcel was split several years ago and approved by the Town of Sparta. Now the property must be re-zoned to be in compliance.

A **motion** was made by Douglas Path seconded by Cedric Schnitzler to approve the change of zoning and forward to the County Board. Motion carried 4-0

DOG CONTROL

Public member Lindsay DuBose asked to address the Committee about the possibility of having the dogs at public events. There was a liability concern. Alison will check with the County's Insurance Company, Wisconsin Mutual.

June 16, 2014

Building Expansion Project

Alison presented the expense report for the new addition. Final total should be approximately \$52,800 after final work is completed.

The outside kennel fences have been installed. They still need the solid panels put in place. The second outside barrier needs to be installed and then some minor repairs.

Mr. Donskey donated and applied the cement sealer to the newly laid cement in the outdoor runs.

Adoption Fees

Alison presented information and a proposal regarding an increase of adoption fees. The proposed amounts were \$95.00 for regular adoptions and \$125.00 for the puppies and small dogs. There has not been an increase in adoption fees for about 6 years.

A **motion** was made by Cedric Schnitzler seconded by Paul Steele to approve the proposed increase effective upon proper notifications. Motion carried 3-1 with Douglas Path in opposition

Policies

Alison, Amber and Bekah are currently revising the written policies. They expect to have a final draft next month.

Quarantine

Our facility is not in compliance with the State regulations at the current time. We need a second barrier fence installed on the outside runs in the isolation area.

Amber must be a certified trained quarantine observer and that class is not available until October of 2014.

It was previously decided to charge \$350.00 cash up front once we become certified.

Amending Ch. 5-Animals & Ch. 20-Miscellaneous Offenses

Alison explained the changes made. The Running At Large ordinance was clarified, she added a food and water requirement and specified "at owner's expense" where appropriate.

Our Corporate Counsel has agreed to be the appeal reviewer for the abatement orders. This is possible because the actual abatement order is handled thru the District Attorney's office.

Both resolutions will be presented to the committee next month for their review.

SANITATION AND ZONING –

Proposed amendments to Ch 47, Article V, Division 2-Telecommunications

At Alison's recommendation, the committee decided to have the cell tower permit be a Conditional Use Permit. There will be a public hearing even though the permit cannot be denied unless there are health and safety issues.

Fees amendments for Sec. 47-648, (Telecommunications)

Fee comparisons from LaCrosse and Jackson County was reviewed. A discussion was held.

A **motion** was made by Cedric Schnitzler seconded by Douglas Path to charge \$800 for a new cell tower permit and \$250.00 for a class 1 and class 2 collocation permits. Motion carried 4-0

Resolutions will be presented next month for the ordinance amendments and fees.

June 16, 2014
Puls appeal update

The appeal is currently in circuit court. We are awaiting Judge Ziegler's decision which could take six weeks or more.

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

Line item transfers –

Dog Control –

A new line item for investigative expense has been created. There is currently an expense for 142.20 from the Veterinarian who had to accompany the Humane Officer to a site. Money was transferred from the Rabies vaccination line item. Expenses will be transferred on an as needed basis.

Mileage was over because of the cost for Amber and Bekah using their personal vehicles. Gas item was over because it was used more and higher fee charges than expected. Money was transferred from vehicle and building maintenance.

Sanitation and Zoning _ none

A **motion** was made by Cedric Schnitzler seconded by Gail Chapman to approve the line item transfers. Motion carried 4-0

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed. (The Committee requested that the paperwork be given to them at the beginning of the meeting to give them time to review.)

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|---------------------|------------------|------------------|---------------|-----------------------------|--------------|---------------------|----------------|
| Sanitation | 1294.67 | Sanitation | 0.00 | Sanitation | 59.59 | Sanitation | 341.50 |
| Zoning | 1943.58 | Zoning | 0.00 | Zoning | 0.00 | Zoning | 40.50 |
| Dog Control | 7970.54 | Dog Control | 915.93 | Dog Control | 0.00 | Dog Control | 694.61 |
| Total | 11,208.79 | Total | 915.93 | Total | 59.59 | Total | 1076.61 |

Questions were answered and a discussion was held.

A **Motion** was made by Cedric Schnitzler seconded by Gail Chapman to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0

There will be several overages in items in the budget. 1) BOA because of Attorney expense 2) Dog Control Conferences because of added training needed for new Humane Officer and 3) Dog Control postage to cover the cost of delinquency letters sent for dog licenses. Alison asked if she should do individual transfers each month or wait until the end of the year to have one budget adjustment. The committee advised her to wait until the end of the year.

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, July 21, 2014 at 6:00 pm at the Rolling Hills Auditorium. Possible agenda items include: Open house for the new shelter expansion, Committee liaison from the Humane Society, the can fundraiser for shelter volunteers, new policies for Dog Control, more details regarding the quarantine regulations, Chapter 5 and 20 amendments, and resolutions for Chapter 47 cell tower ordinance amendments and permit fees.

A **motion** to adjourn at 9:00 pm was made by Cedric Schnitzler, seconded by Douglas Path. Motion carried 4-0.

Recorded by Sharlee Mittelstaedt

July 21, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:05 pm. by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman, Teddy Duckworth, and Cedric Schnitzler

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

Alison had a change in the minutes from the June 16, 2014 meeting. Department Vouchers for Sanitation should be 1294.67 instead of 294.67.

Motion was made by Cedric Schnitzler, seconded by Doug Path to approve the minutes from the June 16, 2014 meeting with corrections. Motion carried 5-0.

PUBLIC HEARINGS

Application for a **conditional use permit** for Fredrick E and Alyce Hartley, Cloud 1 LLC, (Kenneth Franzen) to construct a new telecommunications tower on property located on Empire Ave, in part of the NE ½, of the SW ¼, Section 9, T18N, R1W, 39.42 acres in the Town of LaGrange.

Kennth Franzen spoke on behalf of Mr. & Mrs. Hartley and Cloud 1 LLC. They would like to construct a new telecommunication tower located on Empire Ave and County Hwy G, Town of LaGrange, which would be used for a business called Bugtussel, with future plans for wireless internet. The company is currently serving the Adams and Fond du Lac area and would like to expand into Monroe County. The tower would be 250 feet in height. Ron Konieczny (LaGrange Town Chair) could not be at the meeting but did contact Alison Elliot by phone to give notice that it was approved by the Town board. Kyle Gibbons, Town Supervisor attended the meeting and spoke on behalf of the Town of LaGrange.

A **motion** was made by Cedric Schnitzler seconded by Teddy Duckworth to approve the Conditional Use Permit. Motion carried 5-0.

Application for a **conditional use permit** for Revels Properties LLC, to operate a non-metallic mine/quarry, to replace conditional use permit # 129-09 originally issued on 8-17-2009, revised 4-18-2011, without conditions, on property located on Co Hwy AA in parts of Sections 1 & 12, T16N, R3W, approximately 50 acres in the Town of Wells.

Alison Elliott addressed the board with explanations of Mr. Revels request to operate a non-metallic mine/quarry for conditional use permit. He currently owns a non-metallic mine/quarry and would like to replace his conditional use permit without conditions, originally issued in 2009 and revised in 2011. Gerke has purchased the adjoining property and also has conditional use permit for a mine/quarry. They are the operators of the mining operations on both the Revels property and their own. A letter was received from the Town Board of Wells recommending conditions to address the following concerns: Keeping County Hwy AA clear of a buildup of material on the roadway, in particular the distance traveled between the two quarries. Hwy AA has had a serious buildup of mud, clay and rock between the two sites. Another concern is that there has been a lineup of dump trucks waiting to enter the Revels Properties, which impacts safe travel on County Hwy AA. The Town of Wells recommended to keep conditions #1, #2 and #3 as stated in on the original permit number 129-09 and remove conditions #4, #5 and #6. This letter was read to the committee members and others attending. Kyle Gibbons spoke representing Gerke and stated that the concerns expressed by the Town have been or were being addressed.

A **motion** was made by Doug Path seconded by Teddy Duckworth to approve the Conditional Use Permit with no conditions. Motion carried 5-0.

A **motion** was made by Gail Chapman seconded by Doug Path to reconsider the Revels Conditional Use Permit. Motion carried 5-0.

Discussion was held.

July 21, 2014

A **motion** was made by Gail Chapman seconded by Doug Path to approve the Conditional Use Permit with the following conditions:

- 1) Adjacent property owners shall be given 24 hour notice prior to blasting.
- 2) Safety measures should be installed and maintained as needed following the regulations of the MSHA (Mine Safety and Health Administration).
- 3) For example; signage for roadways, approved blasting methods, berms, etc

Motion carried 5-0.

DOG CONTROL

Building Expansion Project

Alison stated there was nothing to report. The last thing we are waiting on is the fencing to be completed.

Quarantine:

Alison stated she has been working with Dr. Randy with the Sparta Vet Clinic to obtain information needed to make our shelter up to code for quarantine dogs. Amber will also have to take a class to certify her as a train observer which would cost between \$55 and \$75. Alison will continue to work with Dr. Randy regarding these issues and keep the committee updated on the status.

Humane Society Liaison:

Paul Steele informed us that Sharlee Mittelstaedt was named the new Humane Society Liaison at the last meeting.

Aluminum Can Collection at the Shelter:

It was brought to the committee's attention that there has been a fenced in area for donate aluminum cans out at the shelter. In the past the shelter has used these donations to purchase dog treats, collars, blankets, toys, etc. for the dogs. The shelter volunteers would like to continue these donations and would like to ask permission from the committee to continue with the can collection. Discussion was held.

A **motion** was made by Teddy Duckworth seconded by Gail Chapman to continue the aluminum can collection for donations at the shelter.

Policies

Alison and Amber presented the Committee with a draft of shelter policies. They will continue to work on these policies and will give updates on the progress.

Resolutions Amending Ch. 5-Animals & Ch. 20-Miscellaneous Offenses

Alison continues to work on amending these chapters with Andy Kaftan-Corporation Counsel. Resolutions approving a final draft of the amendments will be presented at the next meeting.

SANITATION AND ZONING –

Proposed amendments to Ch 47, Article V, Division 2-Telecommunications

Resolutions will be presented next month for the ordinance amendments and fees.

2015 Budget

Alison mentioned several areas of note that will be changing for the 2015 budget for Dog control. There will be an increase in the budget for postage, building maintenance, personnel and a capital outlay project of connecting the dog shelter to the City of Sparta sewer system.

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

Line item transfers –

July 21, 2014

Dog Control –

Mileage was not budgeted for in 2014, previous years this was not utilized by the former Humane Officer. Will need money in this line item now to cover the mileage of Humane Officers traveling to training and for field inspections during investigations to keep county truck available for on call “dog catchers” during that time.

Gas Utilities-budgeted amount did not cover for gas used in 2014, it was a much higher price than anticipated and a colder year than anticipated. We recently received a large donation to cover utilities for the rest of 2014. Money was transferred from Motor vehicles and donations.

Sanitation and Zoning _ None

A **motion** was made by Cedric Schnitzler seconded by Teddy Duckworth to approve the line item transfers. Motion carried 5-0.

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed. (The Committee requested that the paperwork be given to them at the beginning of the meeting to give them time to review.)

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|---------------------|----------------|------------------|---------------|-----------------------------|---------------|---------------------|---------------|
| Sanitation | 1483.95 | Sanitation | 75.64 | Sanitation | 101.74 | Sanitation | 58.98 |
| Zoning | 215.85 | Zoning | 0 | Zoning | | Zoning | 63.89 |
| Dog Control | 1191.98 | Dog Control | 129.95 | Dog Control | 7.00 | Dog Control | 225.85 |
| Total | 2891.78 | Total | 205.59 | Total | 108.74 | Total | 348.72 |

Questions were answered and a discussion was held.

A **Motion** was made by Cedric Schnitzler seconded by Paul Steele to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0.

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, August 18, 2014 at 6:00 pm at the Rolling Hills Auditorium. Possible agenda items include: Resolutions Amending Ch.5-Animals & Ch. 20-Miscellaneous Offenses, Public Hearings: Zoning code amendment regarding Telecommunication Cell Tower, Farmland Preservation-adoption, amending the comprehensive plan, discuss the possibilities of extending distance of neighboring properties notified for Change of Zoning, and Conditional Use Permits.

A **motion** to adjourn at 7:50 pm was made by Paul Steel, seconded by Cedric Schnitzler. Motion carried 5-0.

Recorded by Gretchen Jilek

August 18, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:05pm. by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman , Teddy Duckworth, and Cedric Schnitzler

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Amber Cordes, Humane Officer; Sharlee Middelstaedt, Humane Society Liaison

Possible Corrections and Approval of July 21, 2014 Meeting Minutes

Motion was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve the minutes from the July 21, 2014 meeting. Motion carried 5-0.

PUBLIC HEARINGS

Petition for **Change of Zoning** by Jonathan Unverzagt from R2 suburban residential & GF General Forestry to R3 Rural Residential on a parcel of land located at 5729 Basswood Rd, Sparta, WI. Parcel number 026-01384-0000, for the purpose of constructing a two family dwelling.

Jonathan Unverzagt was present and explained his request to the committee. He has property zoned R2 suburban residential & GF General Forestry that he would like to have rezoned to R3 Rural Residential to construct a two-family dwelling. Discussion was held. The committee reviewed location and maps.

A **motion** was made by Doug Path, seconded by Teddy Duckworth to approve the Change of Zoning from R2 Suburban Residential & GF General Forestry to R3 Rural Residential. Motion carried 5.0

A conditional use permit is also required. Mr. Unverzagt will return on September 15, 2014 for the conditional use permit public hearing.

Adoption of proposed Monroe County Farmland Preservation Plan

Alison presented information to the committee as well as to the public regarding Monroe County's goals and requirements with regard to the Farmland Preservation Plan. Current farmland preservation agreements with the State will be expiring within the next several years and the goal is to complete the Farmland Preservation Plan to have the first step in place for those farm owners that would like to pursue new agreements with the state. Discussion was held. Alison answered questions from the committee and public. Vote on the resolution to adopt is scheduled for the September committee meeting.

Proposed Amendments to Monroe County Comprehensive Plan

Alison explained the requirement of incorporating the Farmland Preservation Plan into the County Comprehensive Plan and where discrepancies exist between the two plans the farmland preservation plan and maps take precedence. Discussion was held. Alison answered questions from the committee and public. Vote on the resolution to adopt is scheduled for the September committee meeting.

August 18, 2014

Proposed Amendments to Monroe County Code of Ordinances Ch 47-Zoning - Telecommunication Facilities
(The proposed changes are to meet the requirements of 66.0404 and 66.0406 Wisconsin Statutes. Motion #151 attached to the last state budget bill)

Alison discussed Ch 47-Zoning-Telecommunications Facilities and highlighted the major changes: Monroe County can no longer deny applications for cell towers unless there is a safety issue. The towers cannot be higher than 200 feet, and if they want higher the company needs to give a purpose/reason for the additional height. Conditional Use Permits will still need to be obtained. Discussion was held. Alison answered questions from the committee and public. Vote on the Resolution to recommend the changes is scheduled for the September committee meeting.

DOG CONTROL

Building Expansion Project

Alison reported that the last item remaining to complete the new addition is the fencing. No work has been done since last month's meeting. Amber, our Humane Officer has called B&B Fencing every week since our last meeting with no results. Discussion has held with the committee and it was decided that Gail Chapman would contact B&B Fencing tomorrow, August 19th, to check on the status and will contact either Alison/Amber with feedback. Committee recommended to give the contractor a deadline for completion of two weeks or we will hire another company.

Increase in dog license tax

Amber presented the request to increase the altered dog license fee from \$10 to \$11. She has been researching surrounding counties fees and \$11 would be in the middle range of what is being charged for dog licenses. Monroe County has not changed their altered dog license fee since 2006. The fee for unaltered dogs would remain the same at \$25. Committee members wanted to know statistics of how many new dogs were licensed from last year to this year. Alison will present that information at the September meeting.

Alison presented a handout to the committee with statistics from our recent renewal letter mailing to residents from 2012 and 2013 who have not renewed their dog licenses for 2014. There has been a good response from these letters. Our last batch of letters will be sent out the end of the month, approximately 500 letters to residents who have never licensed their dogs with Monroe County.

Another update will be present in September after our last notices have been sent out.

Dog control vehicle

Amber discussed the issue of switching the truck for a van. Amber and Bekah felt that it would benefit having more cargo room for an increased number of kennels, easier access to work with the dogs, climate control, etc. Discussion was held with the committee. One of the committee members stated that the sheriff's department has three vans that they are going to be getting rid of. They felt it would be worth checking with them on how much these vans could be purchased for, checking mileage, etc. Alison will contact the Sheriff's department to obtain information. It was also discussed that possibly keeping the truck and using the van for Bekah due to high mileage increase. Discussion was held. It was decided to wait due to the cost of the vehicle and discuss at a later date.

August 18, 2014

Overnight stray dog pick up

Alison discussed the issue with our current on-call staff being called out after 9:30pm at night to pick up stray dogs. Committee felt it was not safe and was unnecessary. Committee felt it was reasonable that after 9:30pm at night anyone who calls to have a stray dog to be picked up will be asked to hold it until morning at which time someone would come and pick up the dog(s).

Resolutions Amending Ch5-Animals & Ch. 20-Miscellaneous Offenses

Alison reported that the Corporation Counsel was still reviewing the proposed amendments to Ch5 and would have a resolution to present at the September meeting. Alison presented the proposed amendments to Chapter 20. The committee requested this resolution be brought back in September as well to have both discussed at the same time.

The committee discussed the monthly statistics report. Questions were answered regarding the July euthanasia and dogs transferred to rescue groups and other shelters. Amber briefly explained how other shelters or foster homes might be utilized to allow our shelter to accommodate dogs seized in hoarding situations.

SANITATION AND ZONING –

Resolution regarding fees for the mobile service and radio broadcasting facilities.

The amounts for the fees were approved at a previous meeting. The resolution will be discussed at September meeting in conjunction with the proposed amendments to Ch 47.

Notification of adjoining property owners for public hearings.

At the July meeting it was requested that we increase distance we use when determining who to send direct mailings to regarding notices of public hearings. Currently adjoining properties are notified if they own property within 100 feet of applicant's property line, with the exception of nonmetallic mineral extraction permit requests which are one mile.

Discussion was held. It was decided to keep the current distance of 100 feet except for nonmetallic mineral extraction, which will remain one mile, which the applicant will be responsible for.

2015 Budget

Alison presented the 2015 Budget. Discussion was held on various items. Alison answered questions and concerns of the committee and the public. Alison will adjust the budget as discussed.

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

Line item transfers –

Dog Control-

Mileage and gas utilities were over this month. Money was transferred from Motor Vehicle Maintenance and Donations respectively. (Recently a large donation was given to cover utilities for the rest of 2014).

A **motion** was made by Cedric Schnitzler seconded by Teddy Duckworth to approve the line item transfers. Motion carried 5-0.

August 18, 2014

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

(The Committee requested that the paperwork be given to them at the beginning of the meeting to give them time to review.)

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|----------------------------|----------------|-------------------------|---------------|------------------------------------|---------------|----------------------------|---------------|
| Sanitation | 1467.51 | Sanitation | 0 | Sanitation | 175.44 | Sanitation | 24.50 |
| Zoning | 2305.64 | Zoning | 60.82 | Zoning | 0 | Zoning | 202.90 |
| Dog Control | 1069.10 | Dog Control | 64.77 | Dog Control | 0 | Dog Control | 446.85 |
| Total | 4842.25 | Total | 125.59 | Total | 175.44 | Total | 674.25 |

Questions were answered and a discussion was held.

A **Motion** was made by Cedric Schnitzler seconded by Gail Chapman to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0.

Set Date for Next Meeting and Possible Agenda Items

We have four public hearings scheduled for September. We will also discuss resolutions for Farmland Preservation, Proposed Amendments to Monroe County Comprehensive Plan, Proposed Amendments to Monroe County Code of Ordinances Ch 47-Zoning, fees pertaining to cell tower permits, amendments to Ch. 5-Animals and amendments to Ch. 20-Miscellaneous Offenses.

A **motion** to adjourn at 9:00 pm was made by Cedric Schnitzler, seconded by Teddy Duckworth. Motion carried 5-0.

Recorded by Gretchen Jilek

September 15, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:03 pm. by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman (6:12), Teddy Duckworth, and Cedric Schnitzler

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Amber Cordes, Humane Officer; Bekah Weitz, Humane Officer, Sharlee Middelstaedt, Humane Society Liaison

Possible Corrections and Approval of August 18, 2014 Meeting Minutes

Motion was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve the minutes from the August 18, 2014 meeting. Motion carried 4-0.

PUBLIC HEARINGS

Application for a **conditional use permit** for Jonathan Unverzagt for the purpose of constructing a two family dwelling, on property located at 5729 Basswood Rd, in part of the NW1/4, SE1/4, and NE 1/4, SW1/4, of Section 24, T19N, R4W, in the Town of Little Falls.

Mr. Unverzagt was present to explain that he was adding a grandmother's home to his dwelling.

Mr. Wayne Tuchalski was present from the town of Little Falls to speak on behalf of the Planning Commission. A letter was received from the Town of Little Falls recommending approval. Discussion was held.

Motion was made by Doug Path, seconded by Cedric Schnitzler to approve the conditional use permit to construct a two family dwelling. Teddy Duckworth called the question, seconded by Cedric Schnitzler. Carried unanimously. Motion carried 4-0.

Application for a **conditional use permit** for David Schwartz to operate a sawmill, on property located at 4494 Jackpot Ave, in part of the South 1/2 of Section 31, T17N, R4W, in the Town of Sparta, 115 acres.

Mr. Howard Graves Town of Sparta Chairman was present and informed the committee and public that Mr. David Schwartz has not attended a Town Board meeting or Planning Commission meeting. Mr. Graves made a request that the Committee postpone Mr. David Schwartz public hearing until next month.

Motion was made by Doug Path, seconded by Cedric Schnitzler to postpone the public hearing for Mr. David Schwartz conditional use permit request until next month. Motion carried, 5-0.

Petition for Steve & Jane Tucker, for a **change of zoning** district, from GA General Agriculture to R3 Rural Residential on a parcel of land located at Fantail Ave, Sparta WI, in part of the NW1/4 of the NE1/4, Section 29, T18N, R4W, in the Town of Sparta.

Steve Tucker was present. Nathan Tucker, son of applicant, explained the reasoning for splitting the property between his brother and himself. The lot size is 1 ½ acres and his brother did not want to sell more land.

Howard Garves, Town of Sparta Chairman, spoke on behalf of the Town and stated that they recommended approval. Discussion was held.

Motion was made by Teddy Duckworth, seconded by Gail Chapman to approve change of zoning from GA General Agriculture to R3 Rural Residential and forward to the full County Board. Motion carried 5-0.

Application for a **conditional use permit** for Joe Culpitt to operate a small business - heating and air conditioning, on property located at 24115 Logan Rd, in part of the NE1/4, of the NW1/4, Section 35, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00744-0001.

September 15, 2014

Mr. Joe Culpitt was present to explain that he has been running a heating and air conditioning business for the past 3 years. The Town Board informed him that he needed a conditional Use permit and was here today to take care of that. The Town of Wilton submitted a letter recommending approval. Discussion was held.

Motion was made by Doug Path, seconded by Cedric Schnitzler to approve conditional use permit to operate a small business- heating & air conditioning. Motion carried 5-0.

Dog Control

Alison introduced Bekah Weitz, Humane Officer for criminal investigations to the committee and the public. Bekah introduced herself and gave a brief overview of her past experience and education. She also discussed what she has been working on since she has been with Monroe County. Bekah started in March of 2014. Questions were asked by the committee members and answered by Bekah.

Building Expansion Project

Alison reported that B&B Fencing has come back and worked on the fencing. We did receive a bill from them, however Alison would like feedback from the committee if we should pay for it at this time because they still need to come back and finish up several areas with the existing kennels and play yards. Discussion was held. The committee felt we should only pay 75% at this time until everything has been completed.

Motion was made by Teddy Duckworth, seconded by Doug Path to approve paying 75% to B&B Fencing at this time until work has been completed. Motion carried, 5-0.

Statistics review

A handout was given to the committee and Humane Society Liaison. Discussion was held and questions answered by Amber Cordes and Bekah Weitz.

Increase in dog license tax

A handout was given to committee members to review the various counties fee's for dog licenses. Discussion was held about raising only the altered dog license from \$10 to \$11 and to keep the unaltered dogs at \$25. Some members of the committee did not feel the license fee should be raised at this time. Currently license fees are included in the adoption fees for Monroe county clients and it was discussed to exclude them and have license fees paid separately.

Motion was made by Teddy Duckworth, seconded by Gail Chapman no longer include license fee in the adoption fee. Motion carried 4-1. (Doug Path)

Resolutions Amending Ch5-Animals & Ch. 20-Micellaneous Offenses

Review of resolution for amending Ch. 20. Discussion was held.

Motion was made by Teddy Duckworth, seconded by Cedric Schnitzler to approve resolution amending Ch. 20. Motion carried, 5-0.

Review of resolution for Ch. 5. Alison briefly explained the proposed amendments to Ch. 20 including recommendations from Andy Kaftan, Corporation Counsel. One of the proposed amendments was to delete Sec. 5-84. The Committee would like to Sec. 5-84 remain in the ordinance.

September 15, 2014

Motion was made by Teddy Duckworth, seconded by Gail Chapman to approve the resolution amending Ch. 5 with the acceptance of leaving Sec. 5-84 in the ordinance. Motion carried, 5-0.

Sanitation & Zoning

Resolution adopting the Monroe County Farmland Preservation Plan

Discussion was held.

Motion was made by Cedric Schnitzler, seconded by Gail Chapman to approve resolution adopting the Monroe County Farmland Preservation Plan. Motion carried, 5-0.

Resolution adopting Amendments to Monroe County Comprehensive Plan

Discussion was held.

Motion was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve resolution adopting amendments to Monroe County Comprehensive Plan.

Resolution adopting Amendments to Monroe County Code of Ordinances Ch 47-Zoning - Telecommunication Facilities (The proposed changes are to meet the requirements of 66.0404 and 66.0406 Wisconsin Statutes. Motion #151 attached to the last state budget bill)

Discussion was held.

Motion was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve resolution adopting amendments to Monroe County Code of Ordinances Ch 47-Zoning-Telecommunication Facilities.

Resolution regarding fees for the mobile service and radio broadcasting facilities.

Committee Member's signatures were only needed for this resolution. Fees were approved at the June 16, 2014 Committee meeting.

WCCA fall conference attendance Oct. 22-24, 2014

Alison discussed the upcoming WCCA fall conference which will be held in Minocqua this year. Any Committee member that would like to go please contact Alison.

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

Line item transfers –

Zoning-printing. Due to the unexpected printing cost from the Farmland Preservation and Telecommunication public hearings the zoning printing line item is way over budget. Alison wanted feedback from the committee. Discussion was held and felt to wait until the end of the year at which time they would re-evaluate the budget and make adjustments at that time.

Money was transferred from the 2014 Dog Control Budget line items; motor vehicle maintenance, medical supplies and donations to line items; mileage, gas utilities, quarantine and euthanizations.

A **motion** was made by Gail Chapman seconded by Teddy Duckworth to approve the line item transfers. Motion carried, 5-0.

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

(The Committee requested that the paperwork be given to them at the beginning of the meeting to give them time to review.)

September 15, 2014

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|----------------------------|----------------|-------------------------|----------|------------------------------------|--------------|----------------------------|---------------|
| Sanitation | 165.09 | Sanitation | 0 | Sanitation | 48.95 | Sanitation | 62.48 |
| Zoning | 2406.06 | Zoning | 0 | Zoning | 0 | Zoning | 95.98 |
| Dog Control | 1085.12 | Dog Control | 0 | Dog Control | 0 | Dog Control | 537.15 |
| Total | 3656.27 | Total | 0 | Total | 48.95 | Total | 695.61 |

Questions were answered and a discussion was held.

A **Motion** was made by Cedric Schnitzler seconded by Teddy Duckworth to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0.

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, October 20, 2014 at 6:00 pm at the Rolling Hills Auditorium.

Two new public hearings.

One public hearing, postponed from tonight, Mr. David Schwartz.

A **motion** to adjourn at 8:45pm was made by Cedric Schnitzler, seconded by Teddy Duckworth.

Motion carried 5-0.

Recorded by Gretchen Jilek

October 20, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:03pm. by Chairman, Paul Steele

Present: Doug Path (6:08), Paul Steele, Gail Chapman, Teddy Duckworth, and Cedric Schnitzler

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Bekah Weitz, Humane Officer, Sharlee Middelstaedt, Humane Society Liaison

Possible Corrections and Approval of September 15, 2014 Meeting Minutes

Motion was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve the minutes from the September 15, 2014 meeting. Motion carried 4-0.

PUBLIC HEARINGS

Application for a **conditional use permit** for Larry Revels or Sparta, to operate a mineral extraction & processing quarry, on property located at Co Hwy AA, in parts of the NE & SE1/4, Section 1, T16N, R3W, approximately 47 acres in the Town of Wells.

Larry Revels was present to explain that he would like to add these parcels to his existing quarry. A letter from the Town of Wells was received regarding the conditional use permit and they did not have any objection to the application. Discussion was held.

A **Motion** was made by Teddy Duckworth, seconded by Cedric Schnitzler to approve the conditional use permit to operate a mineral extraction & processing quarry. Motion carried 4-0.

Application for a **conditional use permit** for David Schwartz to operate a sawmill, on property located at 4494 Jackpot Ave, in part of the South 1/2 of Section 31, T17N, R4W, in the Town of Sparta, 115 acres.

Mr. Schwartz was present to explain that he would like to operate a sawmill on property located at 4494 Jackpot Ave. in Sparta, WI. Bob Treu was present from the Town of Sparta stating the Town of Sparta had no objections to the application.

Motion was made by Teddy Duckworth, seconded by Gail Chapman to approve a conditional use permit to operate a sawmill . Motion carried, 4-0.

Application for a **conditional use permit** for Esta L. Parrish to operate a Veterinary facility, on property located at 22286 Hwy 131, in part of the SW1/4, of the NW1/4, Section 23, T16N, R1W, in the Town of Wilton.

Esta Parish was present to explain her business is to provide Mobile Vet Clinic services, and does do some business out of her home at 22286 Hwy 131. A letter was received from the Town of Wilton in favor of granting the conditional use permit as long as she is in full compliance with all county regulations and zoning codes.

Motion was made by Cedric Schnitzler, seconded by Paul Steele, to approve conditional use permit to operate a small business - Mobile Veterinary Facility. Motion carried 5-0.

October 20, 2014

Dog Control

Building Expansion Project

Alison talked about the animal shelter still needing some final touches on the fascia on each peak of the shelter. She called All American Do It Center asking if they were going to come back and finish the project. They were not aware of it not being completed but they were willing to come and finish that project.

One of the board members inquire about the fencing project if they has been any updates on that project. Alison informed the committee that B&B Fencing was paid $\frac{3}{4}$ of their payment but has not heard anything back from them since. We will continue to wait until they finish the project before a final payment is made.

Statistics review

Discussion was held on the review of the statistics. Questions were asked about the adoptions, redemptions and euthanasias and were answered respectfully by Bekah Weitz, Humane Officer.

Public Sewer & Water Hook up Bids

Bids were received from T.E.C and Gerke's. Discussion was held. Both bids came in higher than what was budgeted for. It was decided by the committee that there was not enough information to make a decision and would like more of a breakdown in the cost by both bids. Alison will check into this for the committee and will get back to them. Due to the short amount of time and the budget hearing meeting on Wednesday, November 5th the committee decided to meet prior to the budget hearing meeting to discuss the bids again. At that time it will be decided if one of the committee members will present information to the budget hearing to see if further funds could be obtained to go ahead with the project.

Coulee Region Stray Cat Agreement/contract

Several members from the Coulee Region Humane Society, Sarah Fortune-Board of Directors, Kathy Kasakaitas-Head Humane Officer, Heather Hankins-Facility Director and Dave Geske-La Crosse County Vector Control Manager were here to discuss a potential contract with Coulee Region to care for stray cats from Monroe County. A handout was given to the Committee explaining how many cats have been taken in by the Coulee Region for 2013 and for 8 months of 2014 for several counties. The cat population continues to grow and their shelter is filling faster than ever. Currently the Coulee Region is an open admission facility. They are getting over booked with cats and are looking for help from the surrounding counties. They would like to set up a contract with the surrounding counties to help with the cost of sheltering these cats. They would like to charge \$10.00 a day for holding fees for a stray cat. It is a state law for all stray cats to remain in the shelter for 7 days before the cat could be adopted.

For the year 2013 Coulee Region took in 36 strays from Monroe County. The cost for holding fee was \$2,520 and (25 cats were euthanized at \$45) \$1,125. If a contract had been in place for 2013 Monroe County would have been charged \$3,645. For 2014 from Jan-September 32 strays were taken in and Monroe County would have been charge \$3,500 so far this year. They are asking for Monroe County to contract with them to help with the cost of these services.

Discussion was held. Questions were answered. Committee members mentioned that they understand their concerns and appreciate them coming to present this issue but the budget for 2015 has already been developed and is scheduled for approval Nov. 5, 2014. It was decided to put this on the agenda for our next meeting, November 17th, 2014 for further discussion.

Sanitation & Zoning

Alison reported that we received our new copy _____ machine today. Alison introduced our new employee,

October 20, 2014

Leslie Schreier, who will be working part-time for Sanitation/Zoning/Dog Control and will also be working part-time for Cathy Schmitt. Welcome Leslie.

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

Line item transfers –

Money was transferred in the Dog Control department 2014 budget from Motor Vehicles, Medical Supplies and Donations to Mileage, Quarantine, Euthanization, Gas Utilities, Office Supplies and Investigative Services.

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

(The Committee requested that the paperwork be given to them at the beginning of the meeting to give them time to review.)

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|----------------------------|----------------|-------------------------|-----------------|------------------------------------|--------------|----------------------------|---------------|
| Sanitation | 1909.22 | Sanitation | 32023.53 | Sanitation | 0 | Sanitation | 49.00 |
| Zoning | 133.50 | Zoning | 15.00 | Zoning | 0 | Zoning | 117.38 |
| Dog Control | 1947.81 | Dog Control | 3045.00 | Dog Control | 19.25 | Dog Control | 592.43 |
| Total | 3990.53 | Total | 35083.53 | Total | 19.25 | Total | 758.81 |

Questions were answered and a discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures and line item adjustments. Motion carried 5-0.

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, November 17, 2014 at 6:00 pm at the Rolling Hills Auditorium. Possible agenda items are:

- (1) Two public hearings.
- (2) Discuss contract with Coulee Region Humane Society.
- (3) Further discussion on the water and sewer for animal shelter.

A **motion** to adjourn at 7:55 p.m. was made by Cedric Schnitzler, seconded by Gail Chapman. Motion carried 5-0.

Recorded by Gretchen Jilek

November 5, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 5pm. by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman, Teddy Duckworth, and Cedric Schnitzler (5:20pm)

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

Dog Control

Public Sewer & Water Hook up Bids

More detailed bids were received from T.E.C and Gerke's. Discussion was held. Both bids came in higher than what was budgeted for.

Motion was made by Teddy Duckworth, seconded by Doug Path, to request that the \$20,000 in the Dog Control 2014 capital outlay line item would be rolled over into the 2015 budget and also that \$6,000 additional would be transferred from the 2015 contingency fund into the 2015 Dog Control Budget. Motion carried 5-0.

Motion was made by Teddy Duckworth, seconded by Gail Chapman, to accept the TEC, Inc bid for the sewer and water hook up to the Dog Shelter. Motion carried 5-0.

It was decided that Paul Steele will present these budget amendments tonight (November 5, 2014) at the County Budget meeting.

Coulee Region Stray Cat Agreement/contract

Discussion was held. Committee members felt that money for this proposed contract would need to be included in the 2016 budget in July of 2015 when the 2016 budget is developed. The Committee instructed Alison Elliott to send a letter to the Coulee Region Humane Society explaining this.

A **motion** to adjourn at 5:48 p.m. was made by Cedric Schnitzler, seconded by Doug Path. Motion carried 5-0.

Recorded by Alison Elliott

November 17, 2014

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman, Teddy Duckworth, and Cedric Schnitzler

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Members of the Public

Possible Corrections and Approval of October 20, 2014, and November 5, 2014 Meeting Minutes.

Motion was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve the minutes from the October 20, 2014 and November 5, 2014 meetings. Motion carried 5-0.

PUBLIC HEARINGS

Application for a **conditional use permit** for Toby M. Yoder to operate a sawmill business on property located at 27630 Locust Ave, in part of the NW1/4, of the NE1/4, Section 25, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00507-0000.

Alison Elliott spoke on behalf of Mr. Yoder and explained the application to operate a permanent sawmill. A letter of approval was submitted by the Town of Wilton and was read by Paul Steele. Discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Teddy Duckworth to approve the conditional use permit to operate a sawmill. Motion carried 5-0.

Petition for Verlan & Joyce Urban, for a **change of zoning** district, from GA General Agriculture to R3 Rural Residential on parcels of land located at 4875 Iberia Ave. Rockland WI, in part of the NE1/4 of the NE1/4, Section 31, T17N, R4W, in the Town of Sparta

Mr. & Mrs. Urban were present along with their son, Doug Urban. Alison Elliott explained the requirement of the Town of Sparta for rezoning when creating a parcel less than 3 acres. Discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Doug Path to approve the change of zoning from GA General Agriculture to R3 Rural Residential. Motion carried 5-0.

Jerry Pientok:

Conditional use permit number 012-10, clarification of condition number 3

Change location of the processing plant for Wildcat Bluff Cranberries.

(Condition #3 of CUP #012-14 states: "Plant may operate 24 hours a day unless an adjacent property owner with a full time residence has an issue, then the plant shall operate during daylight hours only.")

Mr. Pientok was present along with two representatives of the sand mining company he is working with, Eric McLeod and Aaron Scott. They explained their request for a letter to be signed by the Committee acknowledging the change in placement of the wash plant from what was discussed during the public hearing for the original Conditional Use Permit (CUP) # 012-10. They were also requesting the Committee sign a letter acknowledging that condition #3 of this permit had been satisfied due to the fact that Mr. Pientok has either purchased or offered to purchase all of the adjoining property adjacent to the original boundaries of CUP #012-10. Discussion was held.

A **Motion** was made by Teddy Duckworth, seconded by Doug Path, to have the County's Corporation Counsel, Andy Kaftan, draft and sign a letter regarding the satisfaction of condition #3 on CUP #012-10. Motion carried 4 yes, 1 no (Gail Chapman).

November 17, 2014

Dog Control

Building Expansion Project

Alison Elliott reported that the expansion project is finally completed. A breakdown of the expenses and donations related to the expansion was handed out. Total expenses were \$54,483.93. Donations received specifically for the expansion project were \$53,221.45. The remaining \$1,262.48 was paid out of the general donations for the Dog Control Department. An open house/grand opening will be planned for the spring.

Draft Polices

Alison Elliott presented the Committee a copy of draft polices and standard operation procedures for the Dog Control Department. Discussion was held.

A **Motion** was made by Cedric Schnitzler, seconded by Doug Path, to approve the draft polices and standard operating procedures with a public input session to be held at the February 2015 Committee meeting for further review. Motion carried 5-0.

Public Sewer & Water Hook up Bids

Alison Elliott reported that TEC is willing to receive payment partially in 2014 and partially in 2015. They are expecting to start the project sometime in the first couple weeks of December 2014.

Sanitation & Zoning

The new plat books are available. Alison Elliott asked if any of the Committee members would like a new plat book. All five members responded that they would. Alison was directed to request a line item transfer from the County Board budget to cover the cost of the books.

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

Line item transfers –

Money was transferred in the Dog Control department 2014 budget from Motor Vehicles, Medical Supplies, Donations, Dog Licenses and Rabies Vaccination to Mileage, Quarantine, Euthanization, Gas Utilities and Investigative Services.

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|----------------------------|----------------|-------------------------|----------|------------------------------------|---------------|----------------------------|---------------|
| Sanitation | 1336.51 | Sanitation | 0 | Sanitation | 209.73 | Sanitation | 237.01 |
| Zoning | 607.12 | Zoning | 0 | Zoning | 0 | Zoning | 235.58 |
| Dog Control | 3042.98 | Dog Control | 0 | Dog Control | 0 | Dog Control | 363.47 |
| Total | 3783.61 | Total | 0 | Total | 209.73 | Total | 836.06 |

Questions were answered and discussion was held regarding the need for approval of vouchers, interdepartmental transfers and credit card expenditures due to the new financial software that has been

November 17, 2014
implemented.

A **Motion** was made by Cedric Schnitzler, seconded by Teddy Duckworth, to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures and line item adjustments. Motion carried 3 yes, 2 no (Doug Path & Paul Steele).

Set Date for Next Meeting and Possible Agenda Items and 2015 Meeting Schedule

The next regular meeting is on Monday, December 15, 2014 at 6:00 pm at the Rolling Hills Auditorium. Committee members recommended keeping the same meeting schedule for 2015, every third Monday of the month at 6pm. Alison Elliott will take care of reserving the room for those meetings.

A **motion** to adjourn at 8:04p.m. was made by Teddy Duckworth, seconded by Doug Path. Motion carried 5-0.

Recorded by Alison Elliott

December 15, 2015

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Paul Steele

Present: Doug Path, Paul Steele, Gail Chapman, Teddy Duckworth, and Cedric Schnitzler

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Sharlee Middelstaedt, Humane Society Liaison, Members of the Public

Possible Corrections and Approval of November 17, 2014 Meeting Minutes.

Motion was made by Doug Path, seconded by Cedric Schnitzler to approve the minutes from the November 17, 2014 meetings. Motion carried 5-0.

PUBLIC HEARINGS

Application for a **conditional use permit** for Perry Miller for a small business-sandblasting & painting farm and other equipment, on property located at 18183 Iceberg Rd, in part of the NW ¼ of NE ¼, Section 32, T17N, R4W, in the Town of Sparta, 11.295 acres. The adjoining land use is primarily wooded residential lots.

The Town of Sparta Chairman had contacted Alison and requested postponement to January 19, 2015.

A **Motion** was made by Doug Path, seconded by Cedric Schnitzler to postpone and reschedule for January 19, 2015. Motion carried 5-0.

Dog Control

Public Sewer and Water Hook Up

Alison spoke on the sewer being hooked up and abandoning the well. TEC will be doing the well abandonment which was included in the original bid and is part of the budget with payment being split between the 2014 and 2015 budgets.

Foster facility renewal

Discussion centered on keeping the yearly renewal for the foster facility program by Kevin Huff for wolf-hybrids. Mr. Huff produced documentation with DNR approval and presented pictures showing his facility and kennels and the fostered hybrids and also an Enrichment Program that he developed for the fostered animals.

A **Motion** was made by Cedric Schnitzler, seconded by Doug Path to approve the foster facility renewal. Motion carried 5-0.

Restricted animal permit renewal

Bekah Weitz, Humane Officer, inspected Mr. Kevin Huff's facility on 12/11/14 and was very impressed and recommended renewal of his restricted animal permit.

A **Motion** was made by Cedric Schnitzler, seconded by Teddy Duckworth, to renew Mr. Kevin Huff's Restricted Animal Permit for a wolf-hybrid. Motion carried 5-0.

Sanitation & Zoning

Alison handed out plat books and requested a line item transfer from the County Board to Zoning to cover plat book expense. Doug Path was not comfortable doing line items transfers in the future and would like to see reports more often from the new software program so the board is not surprised when line item transfers need to be made.

December 15, 2015

A **Motion** was made by Cedric Schnitzler, seconded by Doug Path, for the line item transfer. Motion carried 5-0.

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

Line item transfers –

Money was transferred in the Dog Control Department 2014 budget from Motor Vehicles, Donations, Phone and Overtime to Mileage, Gas Utilities, Investigative Services, Postage and Conferences.

2014 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

| Department Vouchers | | Prepaid Vouchers | | Interdepartmental Transfers | | Credit Card Voucher | |
|----------------------------|----------------|-------------------------|--|------------------------------------|---------------|----------------------------|---------------|
| Sanitation | 509.83 | Sanitation | | Sanitation | 104.66 | Sanitation | |
| Zoning | 197.18 | Zoning | | Zoning | | Zoning | 13.19 |
| Dog Control | 2257.64 | Dog Control | | Dog Control | | Dog Control | 903.64 |
| Total | 2964.66 | Total | | Total | 104.66 | Total | 916.83 |

Questions were answered and discussion was held regarding the need for approval of vouchers, interdepartmental transfers and credit card expenditures due to the fact that the new financial software has been implemented.

Doug Path expressed concern about approving line item transfers that the board doesn't really know why and would like to see the reports from the new software program that will show the progressive allowances in the budget so they can see when an account is close to being over the budgeted amount. Alison explained that line item transfers only happen when there hasn't been enough budgeted for an account and pulled up the new program to show how it will be accessible for them.

A **Motion** was made by Teddy Duckworth, seconded by Gail Chapman, to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures and line item adjustments. Motion carried 4-yes, 1 no (Doug Path).

Set Date for Next Meeting and Possible Agenda Items.

Three public hearings are scheduled for Jan. The next regular meeting is on Monday, January 19, 2015 at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn at 7:15p.m. was made by Cedric Schnitzler, seconded by Doug Path. Motion carried 5-0.

Recorded by Leslie Schreier