

**GREEN LAKE COUNTY**  
**LAND USE PLANNING AND ZONING COMMITTEE MEETING MINUTES**  
**Wednesday, May 5, 2011**  
**Business Meeting – 4:30 p.m.**  
**Public Hearing – 6:00 p.m. – no items**

**CALL TO ORDER**

Committee Vice-Chair Tom Traxler, Jr. called the meeting of the Land Use Planning and Zoning Committee to order at 4:33 p.m. in the Green Lake County Courthouse, County Board Room, Green Lake, Wis. The requirements of the open meeting law were certified as being met.

Present: **John Gende, Eugene Henke, Susan McConnell, Donald Peters, Thomas Traxler, Jr.**

Absent:

Also Present: **Al Shute, County Surveyor/Land Development Director**  
**Carole DeCramer, Committee Secretary**  
**Jeff Haase, Assistant Corporation Counsel**  
**Daniel Priske, County Board Chairman**

*Audio of the meeting is available upon request from the Green Lake County Land Use Planning and Zoning Department.*

**APPROVAL OF AGENDA**

**Motion by Henke/Peters, unanimously carried, to approve the amended agenda.**

**APPROVAL OF MINUTES**

**Motion by Peters/Traxler, unanimously carried, to approve the April 6, 2011, and April 27, 2011, minutes.**

**PUBLIC APPEARANCES** - None

**PUBLIC COMMENT** - None

**CORRESPONDENCE**

Shute – Reminded the committee that the Board of Adjustment and Planning and Zoning training session is scheduled for May 11<sup>th</sup>. This will be held at the Gooseblind in Green Lake and will begin at 9:00 a.m.

**PURCHASES** - None

**CLAIMS**

Claims totaling \$1264.93 were submitted. The May 11<sup>th</sup> training reimbursement was discussed.

**Motion by Peters/Gende, unanimously carried, to approve the seminar fee, per diem pay, and travel pay for the May 11<sup>th</sup> training session.**

**Motion by Peters/Henke, unanimously carried, to approve the claims in the amount of \$1264.93 for payment.**

## **APPROVAL OF DEPARTMENT ACTIVITY REPORTS**

### **Permits/Violations/Budget**

#### **a. Review pending violation report**

Attorney Haase – Explained that he and Corporation Counsel John Selsing are working on plans and procedures on how to handle the land use violations. This will be placed on a future agenda for further discussion

The committee discussed how the department determines who is or is not in violation. Attorney Haase explained how the department checks into complaints.

Shute – Discussed the various aspects of the report.

**Motion by Henke/Gende, unanimously carried, to approve the March, 2011, monthly report.**

**5:16 p.m. Motion by Peters/Gende, to take a short recess.**

**5:32 p.m. Reconvened.**

**Motion by Peters/Henke, unanimously carried, to seat Chair McConnell.**

## **DEPARTMENT/COMMITTEE ACTIVITY**

#### **a. Discussion of agricultural conversion fees**

The committee discussed how the agricultural conversion fees are included in the governor's budget. Henke stated that he had talked to Senator Luther Olson and Olson said that this is supposed to be taken out of the budget but not until July. The committee decided to table this issue until the state budget is resolved.

#### **b. Discussion of Stormwater Management Ordinance**

Shute – The committee asked that Jim Hebbe, Green Lake County Land Conservationist, be invited to this committee meeting in order to participate in the Stormwater Management Ordinance discussion.

After discussion, the committee decided to follow Hebbe's advice to keep the ordinance with the Land Conservation but, as the ordinance is rewritten, place this issue on the agenda for further discussion on moving it to the Land Use Planning and Zoning Department.

#### **c. Discussion of expedited permit review fees**

Traxler – Explained that he got this idea from the Non-metallic Mining Ordinance which allows for expedited permit reviews. Perhaps in emergency request cases, the department head would make the decision on whether or not the request would be approved.

Shute – Explained the procedures for requests and proposed that the committee extend the submittal deadline by two and a half weeks, which would shorten the process. Also reviewed the state statutes that mandates who approves the requests. The department head is never allowed to bypass the town or the committee in the decision-making process, and the county board is not able to by-pass the committee to approve a request. The committee did approve the new deadline date for requests.

**REVIEW/DISCUSSION OF COMMENTS FROM WORKSHOPS RELATED TO PROPOSED SHORELAND PROTECTION ORDINANCE**

The committee continued to compare the Waushara ordinance to the Green Lake County draft copy of the shoreland protection ordinance. Upon completing the comparison, the committee directed Shute to send the revised ordinance to the Department of Natural Resources.

**GENERAL COMMITTEE DISCUSSION**

- a. Such other matters as authorized by law**
- b. Future activities**

The committee agreed to drop the second meeting of the month until they feel it is necessary to implement a second meeting again, probably in the fall. The next meeting would then be June 2<sup>nd</sup>.

**Motion by McConnell/Peters, unanimously carried, to cancel the second meeting of each month during the summer months. The committee will re-visit this subject in the fall.**

**CLOSED SESSION PER WISCONSIN STATE STATUTE 1985(1)(C) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY (CODE ENFORCEMENT OFFICER MISSY SORENSON)**

**7:06 p.m. Motion by McConnell/Traxler, unanimously carried on roll call (5-ayes, 0-nays), to move to closed session per Wisconsin State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Code Enforcement Officer Missy Sorenson)**

**Committee member Henke was excused during closed session and did not vote. DeCramer was excused from the closed session and Shute took minutes.**

**RESUME INTO OPEN SESSION TO DISCUSS FINDINGS OF CLOSED SESSION**

**7:17 p.m. Motion by McConnell/Peters, unanimously carried on roll call (4-ayes, 0-nays), to resume into open session.**

**Findings:**

**McConnell:**

**The committee approved Missy Sorenson's job evaluation and will forward it to her personnel file.**

**NEXT MEETING DATE**

**June 2, 2011**

**Business Meeting - 4:30 p.m.**

**Public Hearing - 6:00 p.m. – no public hearing items**

**ADJOURN**

**Motion by Peters/Traxler, unanimously carried, to adjourn.**

Time: 7:22 p.m.

Recorded by Carole DeCramer, Committee Secretary

**APROVED ON:**

June 2, 2011