

**SAUK COUNTY BOARD OF SUPERVISORS
LAND CONSERVATION and PLANNING, ZONING AND LAND RECORDS COMMITTEES
Thursday, June 9, 2011 - Room B30 West Square Building**

Land Conservation Committee (LCC) members present: L. Borleske, T. Kriegl, P. Murray, R. Puttkamer, L. Wiese, K. Zowin

Planning, Zoning, & Land Records (PZLR) Committee members present: J. Ashford, J. Gaalswyk, F. Halfen, G. Lehman, D. Nobs

Others present: B. Bergstrom, P. Dederich, M. Krueger, B. Michalek, S. Pate, P. Pohle, K. Schauf, V. Scoles, B. Simmert, J. Thiessen, B. Valincourt, Ken Vertein

Absent: No committee member absent.

At 6:00 p.m. Lehman called the Planning, Zoning and Land Records Committee to order and certified to be in compliance with the Open Meetings Law.

Wiese called the Land Conservation Committee to order and certified to be in compliance with the Open Meetings Law.

Motion by Wiese/Borleske to make chair and vice chair permanent when meeting together. Motion carried with all PZLR members in favor. Motion carried with all LCC members in favor.

Motion by Borleske/Zowin to nominate Lehman as chair for meetings of the Land Conservation Committee and Planning, Zoning, and Land Records Committee.

Krueger asked for any other nominations.

Motion by Borleske/Zowin to close nominations and cast by unanimous ballot for Lehman. Motion carried, all PZLR members in favor. Motion carried, all LCC members in favor.

Motion by Zowin/Ashford to nominate Borlekse as vice chair for meetings of the Land Conservation Committee and Planning, Zoning and Land Records Committee.

Motion by Nobs/Wiese to nominate Wiese as vice chair for meetings of the Land Conservation Committee and Planning, Zoning and Land Records Committee.

Motion by Ashford/Murray to close nominations. Motion carried, all PZLR members in favor. Motion carried, all LCC members in favor.

Members voting in favor of nominating Borleske as vice chair were: Ashford, Borleske, Lehman, Murray, Zowin

Members voting in favor of nominating Wiese as vice chair were: Halfen, Kriegl, Nobs, Wiese

Motion carried for Borleske as vice chair with a five to four vote in her favor.

Adopt agenda: Motion by Borleske/Nobbs to adopt the amended agenda. Motion carried, all PZLR members in favor. Motion carried, all LCC members in favor.

Adopt minutes of previous meetings: Motion by Murray/Ashford to adopt the minutes of the meeting on May 24 of the Planning, Zoning & Land Records Committee and Land Conservation. Motion carried, all PZLR members in favor. Motion carried, all LCC members in favor.

Public comment: None.

Communications:

- a. Public hearing in Excelsior Township-June 23: Murray noted that the public hearing will be held to discuss changes to the comprehensive plan, changing land use to Exclusive Ag from RC5.
- b. Michalek informed the committees that Gene Dahlhoff from the Sauk County Development Corporation may possibly move into the office space in the combined departments and may share some phone services, office space, etc. The county has a 50 percent stake in the organization, and there are eight other subscribers to their annual budget.

Land Records Modernization (*Planning, Zoning & Land Records Committee):

- a. Review and approval of vouchers: Motion by Ashford/Halfen to approve vouchers in the amount of \$6,011.00. Motion carried, all PZLR members in favor.
- b. Discussion and consideration of mission, vision and goals: Pate distributed the vision, mission and goals (Form 1).
- c. Discussion and consideration of strategic planning for 2012 budget compilation: programs, mandates and priorities; departmental goals and objectives: Pate noted there is no fiscal impact on the county. He has sent out departmental requests for equipment and software updates.

Register of Deeds Department (*Planning, Zoning & Land Records Committee):

- a. Review and approval of vouchers: Motion by Halfen/Ashford to approve vouchers in the amount of \$3,321.74. Motion carried, all PZLR members in favor.
- b. Discussion and consideration of mission, vision and goals: The mission, vision and goals (Form 1) was sent to the committees with their agendas along with an explanation from Bailey who was unable to attend the meeting. There is not much that can be changed because the vast majority of what is done is mandated by statute.
- c. Discussion and consideration of strategic planning for 2012 budget compilation: programs, mandates and priorities; departmental goals and objectives: Halfen questioned why there is a reduction for documents recorded in 2012; will ask at a future meeting.

Surveyor Department (*Planning, Zoning & Land Records Committee):

- a. Review and approval of vouchers: Motion by Halfen/Gaalswyk to approve vouchers in the amount of \$600.00. Motion carried, all PZLR members in favor.
- b. Discussion and consideration of mission, vision and goals: Dederich distributed the vision, mission and goals (Form 1). Duties are defined by statutes.

- c. Discussion and consideration of strategic planning for 2012 budget compilation: programs, mandates and priorities; departmental goals and objectives: Dederich noted no changes except possibly some salary change. Most of what is accomplished is through the Land Records Monumentation funds. There was discussion regarding making the survey an appointed position in the future. Need to put on a future agenda to discuss the pros and cons of making this an appointed position. Clearer definitions of the surveyor's duties are needed. Action will need to be taken by June, 2012

Conservation, Planning and Zoning Department:

- a. Monthly reports: Michalek presented the monthly report for the Land Conservation Department; no monthly report for the Planning & Zoning Department. The Southern Area Meeting and Tour will be held on August 3 in Rock County. Deadline to register is July 20.
- b. Review and approval of vouchers: Motion by Ashford/Nobs to approve vouchers from the former Planning & Zoning Department in the amount of \$734.00. Motion carried, all PZLR members in favor.

Motion by Borleske/Wiese to approve vouchers from the former Land Conservation Department in the amount of \$68,828.56. Motion carried, all LCC members in favor.
- c. Consider and possible approval of resolution to accept 2011 Farmland Preservation Program Planning Contract: Simmert presented the background and reason for the agreement between DATCP and Sauk County for the Farmland Preservation Planning Grant. DATCP is offering counties a \$30,000 matching grant to develop a plan. The amount could be reduced in the state budget. Focus is to look at the ag economy. Also, Simmert distributed the "Scope of Work (Grant Application Version)". Motion by Zowin/Gaalswyk to approve the resolution. Motion carried, all PZLR members in favor. Motion carried, all LCC members in favor.
- d. Discussion and possible action regarding proposed merger of Wisconsin Land and Water Conservation Association and Wisconsin Association of Land Conservation Employees: Bergstrom stressed the importance for LCC members to input on the possible merger. He presented background information on why this is being considered. Working to finalize proposal by the December WLWCA annual conference and February WALCE conference. Motion by Gaalswyk/Zowin to combine the two associations and bring a letter to the July meeting for approval and signatures by chairs. Motion carried, all PZLR members in favor. Motion carried, all LCC members in favor.
- e. Discussion and consideration of mission, vision and goals: The vision and mission presented on Form 1 is a compilation of suggestions from the last meeting.
- f. Discussion and consideration of strategic planning for 2012 budget compilation: programs, mandates and priorities; departmental goals and objects: Michalek presented a working document of Form 1 to the members. There are many changes happening with the combined department and suggestions before the July meeting would be greatly appreciated from committee members.

- g. Discussion on the Badger Coulee Transmission Line proposed by American Transmission Company (ATC): There was discussion on if the line is necessary and preferred routes. The LCC and Excelsior Township previously sent a letters on their recommendation for the line placement. Time for the county to get officially involved; select point people to report back to these two committees. Krueger will work with Michalek to have ATC do a presentation t 6:30 p.m. for the committees.

Reports:

- a. Lake Virginia Management District-Murray informed the committees that the Excelsior Township passed a nuisance ordinance for residential areas that is more restrictive than the revised Chapter 7 of the county ordinances.
- b. Economic Development Committee-Krueger stated that the County Board will be seeing a resolution to develop a subcommittee for the development of the trail system throughout the county this month, and then they will be looking at the county forest and former landfill.

Next meeting of the Planning, Zoning & Land Records Committee and Land Conservation Committee will be held on Thursday, July 14, at 9:00 a.m.

Motion to adjourn at Murray/Gaalswyk at approximately 8:10 p.m. Motion carried, all PZLR members in favor. Motion carried, all LCC members in favor.

Respectfully submitted,

Kathy Zowin
Land Conservation Committee, Secretary

Joel Gaalswyk
Planning, Zoning & Land Records
Committee, Secretary