

**CLARK COUNTY PLANNING, ZONING & LAND INFORMATION
COMMITTEE MEETING**

The Planning, Zoning & Land Information committee meeting was held on Tuesday, October 25, 2016 in the Clark County Courthouse, Room 307, Neillsville WI.

At 8:20 AM Ervin & Catherine Somerville attended the Planning & Zoning meeting to ask questions pertaining to the county land sale that is being proposed at Rock Dam Lake. They are property owners adjoining the county owned land. After some discussion the committee recommended that they talk with the County Clerk and get on the Public Property agenda and address their concerns with them.

Chairman Waichulis called the Planning, Zoning & Land Information committee meeting to order at 8:40 AM.

Committee members present: Joe Waichulis, Byrl Dahl, Tom Wilcox, Rick Opelt, and Mark Cattanach.

Others in attendance for all or part of the meeting: Brian Duell – Planning, Zoning & Land Information Administrator, Theresa Hediger – Administrative Assistant, Wade Pettit-County Surveyor, and Ervin & Catherine Somerville-Town of Foster (left mtg at 8:40 AM).

Motion by Tom Wilcox, second by Byrl Dahl to approve minutes of Tuesday, September 13, 2016 meeting as presented. Voice vote taken, all aye, motion carried.

Department Financial Report: Administrator shared with the committee the revenue and expenditure financial reports through September 30, 2016. A motion by Tom Wilcox, second by Mark Cattanach to approve financial reports as presented. Voice vote taken, all aye, motion carried.

Department Administrator Flex Time Report: Administrator presented his timecard/flextime report for the third quarter. A motion by Rick Opelt, second by Tom Wilcox to approve Administrators flex time report as presented. Voice vote taken, all aye, motion carried.

Planning, Zoning and Land Information Position Descriptions: Administrator updated the committee on the Planning, Zoning and Land Information position descriptions. All position descriptions for the department have been submitted to Department of Administration.

Survey Program - Columbia Assessor Plat; Town of Hewett Meeting: Administrator updated the committee on the Columbia Assessor Plat. Administrator and County Surveyor attended a meeting held at the Town of Hewett. All town attendees agreed that the project needed to be completed. There were several concerns pertaining to funding the project. Committee discussed the county's role in the project and also the county position as a landowner in the project. Committee discussed importance of Planning and Zoning providing technical assistance to keep the project moving forward. Administrator and County Surveyor will plan on attending the Town of Hewett Annual meeting in 2017. Administrator will keep County updated on the project. Committee recommended that the project expense should be included in the 2018 budget; question of which department will cover the expense.

Land Information Program:

- a. **Land Information Council Meeting:** Administrator shared the agenda for the upcoming Land Information Council meeting set for November 1st. This is a state mandated meeting to be held once a year. The Land Information Council will be discussing the Land Information budget and grant funds. Planning, Zoning and Land Information Department is proposing LiDAR project.
- b. **WLIA Conference:** Carrie Morrell, GIS Coordinator attended the WLIA Conference this past week. Wade Pettit presented at the conference.

Zoning Program:

- a. **September 20, 2016 Flood Event:** Emergency Management did receive information from FEMA and declared Clark County a federal declaration. Administrator shared maps of the floodplain areas and potential floodprone structures. GIS Coordinator helped map out road closures with Emergency Management the evening of the flood. Administrator also shared a spreadsheet with a list of landowners that were affected by the September 20th flood. One property in the Town of Levis is substantially damaged; the structure was flooded in 1993, 2010, and 2016 so landowner would qualify for a hazard mitigation grant. Landowner plans on rebuilding on the property but will need to stay out of the floodplain area. Administrator and Emergency Management will help with the grant process. City of Neillsville has a few landowners that qualify for this grant; landowners have to work with the City. Planning, Zoning and Land Information Department mailed out packets to landowners that had flooding damage to their property.
- b. **Shoreland/Wetland Ordinance – review/comment on zoning amendment procedure:** Administrator asked the committee if they had any questions after the Shoreland/Wetland Ordinance was approved at County Board. Committee discussed County Board proceedings and vote.
- c. **Fall Nonmetallic Mining Admin Work:** Administrator shared with the committee some of the activities: Marawood, Wisconsin Proppants, Humbird Minerals, Opelt, Kenowski and Mathy mines.
- d. **Winter Land Use and Sanitary File Project:** Administrator touched base on the land use and sanitary permit files and inventory project. Administrator goal is to propose a project for the 2018 budget.
- e. **Farmland Preservation Plan Steering Committee:** Administrator discussed with committee that the Land Conservation Department has contracted the Farmland Preservation Plan update with the West Central Regional Planning. A steering committee consisting of Wayne Hendrickson, Bryce Luchterhand, Richard Halopka, Jim Arch, Brian Duell. Planning & Zoning will complete the maps.

Closed Session – WI Statute § 19.85 (1) (c)

At 9:40 AM motion by Tom Wilcox, seconded by Byrl Dahl that the committee may go into closed session in accordance with WI Statute § 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

- a. Planning, Zoning, Land Information Employee Work Restrictions
- b. Planning, Zoning, Land Information Employee Grievance(s)

Roll call vote taken with all “aye”; motion carried.

UNOFFICIAL MINUTES UNTIL APPROVED

At 10:00 AM motion by Tom Wilcox, seconded by Rick Opelt to reconvene into open session. Roll call vote taken with all "aye"; motion carried.

The next two meetings are tentatively scheduled for Tuesday, November 15th, 8:30 AM, courthouse auditorium and Tuesday, December 20th, 8:30 AM, County Board Room.

Vouchers were reviewed. Motion to approve vouchers as presented by Rick Opelt, second by Mark Cattnach. Voice vote taken, all aye, motion carried.

Motion to adjourn by Mark Cattnach, second by Byrl Dahl. Voice vote taken, all aye, motion carried.

Meeting adjourned at 11:00 AM.

Minutes recorded by Theresa Hediger