

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

The Planning, Zoning & Land Information committee meeting was held on Tuesday, March 5, 2019 in the Clark County Courthouse, Room 307, Neillsville, WI.

Chairman Joe Waichulis called meeting to order at 8:30 AM.

Committee members present: Joe Waichulis, Tom Wilcox, Aaron Hoover and Dan Clough. Dean Zank absent.

Others present for all or some of the meeting: Wade Pettit – County Surveyor, Derek Weyer – Zoning Administrator, Theresa Hediger – Administrative Assistant, Dan Hooks – City of Owen resident and Wayne Hendrickson – County Board Chairman.

Zoning Administrator presented January 21, 2019 meeting minutes to the committee for approval. A motion by Tom Wilcox to approve January 21, 2019 meeting minutes as presented, second by Aaron Hoover. Voice vote taken, all aye, motion carried.

Survey Program

- a. Daniel Hooks Corner Discussion: Mr. Hooks requested to appear before the committee to discuss his property in the City of Owen regarding his property lot lines. Mr. Hooks is asking the county to fix a problem with the lot lines with a new CSM; requesting the city, county and previous surveyor to cover the expense. Committee discussed and reviewed documentation presented by Mr. Hooks. Wade Pettit, County Surveyor, gave an overview of old city plat and Map of Survey that was done more recent by adjoining landowner. Committee discussed and reviewed documentation and determined that this is not the responsibility of the county.
- b. Arnold Creek Plat: County Surveyor shared a map of the Arnold Creek Addition of Outlots Subdivision Plat. The County has proposed to sell platted outlots to adjoining landowners; seven of the landowners have requested to purchase their adjoining outlot. Tom Wilcox made a motion to approve the Arnold Creek Addition of Outlots Subdivision Plat, second by Dan Clough. Voice vote taken, all aye, motion carried.
- c. Surveyor Program Update - WI Surveyor Institute review: Zoning Administrator, Land Information Technician and County Surveyor attended the WI Surveyor Institute Conference in Wisconsin Dells in January. This conference is one of the best. Zoning Administrator thought the flood plain session was very good. Administrator hopes that the department can continue to attend this conference; they also receive continuing education credits by attending.

Department Financial Report

- a. Truck Purchase: Zoning Administrator discussed the truck purchase and the reason why they went with the lower bid; smaller motor. Zoning Administrator researched and purchased accessories needed to complete the surveyor truck; running boards, topper, floor mats, seat covers, lights; which were all under cost of what was budgeted.
 - b. Four-wheeler discussion and action: Zoning Administrator researched the purchase of a new ATV for department per committee approval at January meeting. Administrator shared with the committee bids from TCR Power, Bills Service Center, Power Pac Equipment and Cozzy's Polaris. Cozzy's gave the best price quote and with trade-in ATV total would be \$6,300. Tom Wilcox made a motion to present ATV purchase to
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Finance Committee on March 12th, second by Dan Clough. Voice vote taken, all aye, motion carried.

Land Information Program:

- a. WLIA Conference February 20-22: GIS Coordinator attended the WLIA Conference in Appleton on February 20-22. GIS Coordinator talked with Zach from Ayres & Associates regarding the LiDAR project. The final project will be completed by May.
- b. Program Update - Addressing ordinance and private drive discussion: Emergency Services have been having difficulty finding residents when called out for an emergency. Zoning Administrator and GIS Coordinator are working with Emergency Management to correct addresses located in the county but access is located on a city road; EMS cannot find location. Zoning Administrator will send a letter to landowners and cities correcting these addresses by giving them a county address, but using a city road name. Administrator also discussed the problem with private drives and EMS not locating residents. County Surveyor shared an area in Town of Dewhurst (Trails End Rd) where there are issues; over 300 private drive addresses in county. Administrator will work with County Attorney on a possible Address Ordinance Update.

Zoning Program Update:

- a. NR 135 Training Eau Claire 2/14: Zoning Administrator attended the Nonmetallic Mine Training in Eau Claire on February 14th. Administrator will prepare the annual NMM audit.
- b. Wetlands Delineation in Madison 2/19: Administrator, POWTS Inspector and Land Use Technician attended the Wetlands Delineation meeting in Madison on February 19th. This was a poorly presented meeting. Chairman Waichulis share an issue with a wetland area in the Town of Withee and notified the committee of a training the WDNR is hosting.
- c. POWTS Conference 2/27 (POWTS Inspector): POWTS Inspector did not attend training due to the weather.
- d. New Zoning Administrator Training (2/28-3/1): Zoning Administrator, POWTS Inspector, Land Use Technician attended the new administrator training February 28 – March 1 in Amherst Junction. This meeting focused on the do's and don'ts of the administrator and shared how every county is different.
- e. NMM County Lease: Administrator shared information on the Opelt NMM and the lease between the County and Opelt Sand & Gravel. Administrator shared a map of the properties. The County Highway Department and Planning & Zoning have met with Opelt's and are working on a couple of different options: 1) enter new lease or 2) opt out of lease. The only issue the Zoning Department will focus on will be the reclamation plan.

Wage and Comp Study Overview: Administrator gave an overview of the wage and comp study; process that was used by the Department of Administration and the Wage and Comp Study Committee in factoring the scoring of each position. Administrator discussed the different meetings that were held and the final study that will be taken to Personnel and then to County Board.

No Public Comment

UNOFFICIAL MINUTES UNTIL APPROVED

Committee set the next Planning, Zoning & Land Information meeting for Tuesday, April 16th, 1:00 PM, Room 307.

Administrator presented vouchers for review. A motion to approve vouchers as presented by Tom Wilcox, second by Dan Clough. Voice vote taken, all aye, motion carried.

Motion to adjourn by Tom Wilcox, second by Aaron Hoover. Voice vote taken, all aye, motion carried.

Meeting adjourned at 10:15 AM.

Minutes recorded by Theresa Hediger