

ZONING & PLANNING COMMITTEE

January 5, 2012

Minutes of Regular Monthly Meeting

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Agenda Item #1: Call to Order. The Chairman calls the Zoning and Planning Meeting to Order at 9:00 a.m. at the Vilas County Courthouse, Conference Rooms #2&3, 330 Court St, Eagle River, Wisconsin.

Members Present: Chris Mayer, Chairman; Steve Favorite, Vice-Chairman; Bob Egan; Fred Radtke; Ralph Sitzberger.

Others Present: Dawn Schmidt, Zoning Administrator; David Sadenwasser, Administrative Secretary; Ken Anderson, Vilas County News-Review; Sue Ackland, Lac du Flambeau Zoning Administrator; James Spring, Town of Washington Chairman; Steve Garbowicz, Town of Washington Attorney; Martha Milanowski, Vilas County Corporation Counsel; Janna Kahl, Vilas County Human Resources Director.

Agenda Item #2: Approve Agenda. Motion by Ralph Sitzberger, second by Fred Radtke, to approve the agenda in any order to be discussed by the Chair. All say aye, motion carried.

Agenda Item #3: Approve 12/1/2011 Regular Monthly Meeting Minutes and 12/28/2011 Special Meeting Minutes, and 12/1/2011 Conditional Use Permit Hearing Minutes. Motion by Fred Radtke, seconded by Ralph Sitzberger, to approve the above described minutes as presented. All say aye, motion carried.

Agenda Item #9: Camping on Undeveloped Lots which are Not Within Campgrounds or Camping Resorts. Discussion with Mr. Spring and Attorney Mr. Garbowicz regarding a camper placed on a property in the Town of Washington without Town approval. Corporation Counsel offers to work with Zoning Administrator Dawn Schmidt, Mr. Spring, and Attorney Mr. Garbowicz to rectify the situation, with an update to the Committee in one month.

Agenda Item #4: Resolution: Lac du Flambeau Zoning Ordinance. Corporation Counsel and ZA Dawn Schmidt state their approval of the final changes to the Lac du Flambeau Zoning Ordinance. ZA Dawn Schmidt reads a resolution approving the ordinance changes. Motion by Steve Favorite, seconded by Fred Radtke, to approve the changes to the Lac du Flambeau Zoning Ordinance and forward the resolution to the full County Board. All say aye, motion carried.

Agenda Item #5: Zoning Committee Standing Rules and Duties. Discussion regarding the requirement that no two members of the Zoning Committee come from the same town. Motion by Ralph Sitzberger, seconded by Bob Egan, to retain the current standing rules and duties and forward them to the Legislative and Judicial Committee for review. All say aye, motion carried.

Agenda Item #6: Zoning Office Organization. The Chairman decides to discuss this agenda item during closed session.

Agenda Item #8: County Vehicle for Deputy Use. Discussion regarding available county vehicles and potential savings in mileage costs. ZA Dawn Schmidt requests a car for exclusive Zoning Office use and recommends the former Highway Commissioner's car. Discussion regarding implementation of a car for exclusive Zoning Office use, including how to structure budget, maintenance, and running costs. Ms. Milanowski states that Juvenile Intake has a dedicated car and suggests ZA Dawn Schmidt speak with Juvenile Intake Director Robert Rickard. Motion by Steve Favorite, seconded by Ralph Sitzberger, to recommend to the Public Property Committee that one Vilas County vehicle be dedicated to the Zoning Department. All say aye, motion carried.

Agenda Item #7: Zoning Deputy and Secretary Work Hours. Discussion regarding the work hours and days of the Zoning Office staff, with ZA Dawn Schmidt telling the Committee that the decisions regarding who had which day off was mainly driven by the Deputy Zoning Administrators' office and Town Hall hours and the needs of the Committee. Discussion of what months the reduced hours should be in effect. Motion by Bob Egan, seconded by Fred Radtke, to approve the work schedule as presented. All say aye, motion carried.

Agenda Item #10: It is anticipated that a motion will be made and seconded to convene into closed session pursuant to Wis. Stat. §19.85(1)(c) for the purpose of considering employment, compensation and performance evaluation data of a public employee over which the Zoning and Planning Committee exercises responsibility. Motion by Bob Egan, seconded by Steve Favorite, to convene into closed session pursuant to Wis. Stat. §19.85(1)(c). Roll call vote. All say aye, motion carried.

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Agenda Item #11: Adjourn closed session pursuant to Wis. Stat. §19.85(1)(c) and return to open session. Motion by Ralph Sitzberger, seconded by Steve Favorite, to adjourn the closed session and return to open session. All say aye, motion carried.

Agenda Item #12: Committee may take action on matters discussed in closed session. Motion by Bob Egan, seconded by Fred Radtke, to forward staffing recommendation as discussed in closed session to the Personnel Committee for discussion and action. All say aye, motion carried.

Agenda Item #13: Letters and Communications. There are no letters or communications at this time.

Agenda Item #14: Public Comments. There are no public comments at this time.

Agenda Item #15: Review Zoning Statistics and Budget (Line Items)/BOA Budget (Line Items). ZA Dawn Schmidt informs the Committee that overall revenues will be about \$12,500 short of projections. She states that she is unsure of the remaining balance for 2011 but the Department will not be over budget. She states that there will still be some miscellaneous and non-metallic mining revenues coming in. Discussion regarding line item transfers and countywide budgeting. Mr. Favorite asks for a five-year comparison with the monthly statistics in the future.

Agenda Item #16: Training and Out of County Travel: There is no training or out of county travel at this time.

Agenda Item #18: Confirm February regular meeting location and date: The February meeting will be on Tuesday, February 14, 2012 at the Vilas County Courthouse Conference Room #1 at 9:00 a.m.

Agenda Item #17: Sign Vouchers: Motion by Bob Egan, seconded by Fred Radtke, to approve the vouchers as presented.

Agenda Item #19: Adjournment: The Chairman adjourns the meeting at 10:45 a.m.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.