

# Vilas County Zoning & Planning Committee

Minutes of Regular Monthly Meeting

July 1, 2011; Boulder Junction Community Center

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**Agenda Item #1:** Call to Order. Chris Mayer, Chairman called the Zoning & Planning Committee Meeting to order at 9:01 a.m. at the Vilas County Highway Department, 2104 N. Railroad St, Eagle River, WI 54521

**Members Present:** Chris Mayer; Steve Favorite; Bob Egan; Ralph Sitzberger; Fred Radtke.

**Others Present:** Dawn Schmidt, Zoning Administrator; David Sadenwasser, Administrative Secretary; Marshall Reckard

**Agenda Item #2:** Approve Agenda. Motion by Bob Egan, seconded by Ralph Sitzberger to approve agenda to be discussed in any order. All say aye; motion carried.

**Agenda Item #3:** Approve 7/1/2011 Regular Monthly Meeting Minutes, 6/30/2011 Special Meeting Minutes, and 6/30/2011 and 7/1/2011 Conditional Use Public Hearing Minutes. Motion by Ralph Sitzberger, seconded by Bob Egan, to approve minutes noted above. All say aye; motion carried.

**Agenda Item #4:** Resolution; Administrative Secretary A Position. Discussion ensues regarding who is taking care of what duties throughout office. Mr. Favorite asks for a description of job duties and workload distribution throughout office for the next meeting. Discussion ensues regarding the number of secretaries needed in the office. Mr. Mayer emphasizes that not filling the position at this time does not mean that it cannot be filled in the future if business merits it. Motion by Ralph Sitzberger, seconded by Steve Favorite, to refrain from action on resolution to fill vacant Administrative Secretary A Position. All say aye; motion carried.

**Agenda Item #5:** Purchase New Office Phones. Ms. Schmidt asks to purchase new telephones for the office with excess funds from salary accounts. Discussion ensues regarding the requirement that individual departments purchase their own telephones and licenses for each. Motion by Steve Favorite, seconded by Fred Radtke, to postpone the purchase of new phones until an explanation of charges can be received by the Internet Technology department. All say aye; motion carried.

**Agenda Item #6:** NR 115. Ms. Schmidt states that the DNR is holding meetings to discuss the potential delay and modification of the newly adopted rules. Discussion ensues regarding a potential delay and whether any resolutions might need to be amended. It is agreed that action by the County should be delayed until the DNR makes a decision regarding the rule. Ms. Schmidt expects to know more by the end of August.

**Agenda Item #7:** Letters and Communications. There are no letters or communications at this time.

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**Agenda Item #8:** Public Comments. Marshall Reckard asks for an opinion from the Committee regarding proposed changes to the Presque Isle Town Zoning Ordinance. He states that the Town is going to move the portion of municipal ordinance regarding UDC enforcement into the Town Zoning Ordinance, and asks if that would require a review by the Committee prior to enactment. Ms. Schmidt and Committee respond that the portion of the Zoning Ordinance regarding UDC enforcement would not be required to be reviewed by the Committee but the remainder of the Town Zoning Ordinance still would be.

**Agenda Item #11:** Sign Vouchers. Motion by Ralph Sitzberger, seconded by Fred Radtke, to approve vouchers as presented. All say aye, motion carried.

**Agenda Item #9:** Review Statistics and Budget. Ms. Schmidt proposes a preliminary 2012 Budget that would have no increase in expenditures and the elimination of two positions. She also states that she is projecting revenues at a lower rate than was projected for this year. Motion by Ralph Sitzberger, seconded by Fred Radtke, to forward the 2012 Preliminary Budget to the County Clerk and Finance Committee as presented. All say aye; motion carried.

**Agenda Item #10:** Training and Out of County Travel. There is no training or out of county travel scheduled at this time.

**Agenda Item #12:** Confirm September 1, 2011 meeting and location. Meeting will be held at 9:00 AM at the Manitowish Waters Town Hall.

**Agenda Item #13:** Adjournment. Meeting adjourned by the Chair at 9:50 AM.

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