

**LANGLADE COUNTY  
WATER AND LAND USE PLANNING COMMITTEE  
RESOURCE CENTER, 837 CLERMONT STREET  
ANTIGO, WI 54409**

Minutes of Meeting, Monday, February 27, 2017 at 1:30 P.M. in the Wolf River Room, Langlade County Resource Building, 837 Clermont Street, Antigo, WI 54409.

1. Meeting called to order at 1:30 P.M.
2. The Committee recited the Pledge of Allegiance.
3. Roll Call: Present: Ron Nye  
Don Scupien (absent)  
Julie Webb  
Duff Leaver  
Dick Schuh (absent)

Also Present: Duane O. Haakenson, Director  
David Tlusty, Surveyor  
Sandy Fischer

**Motion** by Leaver, seconded by Webb to excuse Don Scupien and Richard Schuh from the meeting. All present voting aye. Motion carried.

4. Approval of meeting minutes for January 31, 2017. Motion by Leaver, seconded by Webb to approve the meeting minutes for January 31, 2017 as mailed. All present voting aye. No nays. Motion Carried.
5. Public Comment: None
6. Joint meeting of Land Conservation and Water & Land Use Planning Committee:
  - a. Haakenson: I need to know if the committee can attend that meeting on March 6<sup>th</sup> @ 9:30 a.m. The purpose is to discuss the roles of the two committees.
  - b. After discussion it was agreed by those present to be available for the scheduled March 6<sup>th</sup> meeting, and Richard Schuh would be contacted to let him know of the meeting.
7. Educational presentation on Shoreland Ordinance: Haakenson: This is the presentation given to the realtors in December which lasted an hour. This will cover some of Act 55 and some of the changes the County Board adopted.
8. Zoning and POWTS ordinance updates: I don't have anything for you yet. I will bring this back to the committee the end of March. I am going to the Towns Association meeting on March 21<sup>st</sup>. I can bring up the camping ordinance up at that time.
9. Vacant Asst. Code Administrator/Land Conservation Technician position: Haakenson: The position is being advertised with a deadline of March 10<sup>th</sup>. At this time I don't have

dates for interviews, but I will open it up for anyone on the committee. By policy, chairman of oversight committee are usually included at the interview, but any members of the oversight committee are able to attend. I would like to have you authorize who will be at the interview and the ability to negotiate the position up to a step 5 on the matrix if needed. I am targeting the 3<sup>rd</sup> of 4<sup>th</sup> week of March for interviews. After discussion it was determined if the interviews are held when Ron is available it will be Ron attending, otherwise Julie Webb will attend the interviews in Ron's place.

a. **Motion** by Leaver, second by Webb to give Duane the authority to negotiate up to step 5 of the matrix for the position of Asst. Code Administrator/Land Conservation Technician. All present voting aye, no nays. Motion carried.

10. Land Conservationist and Shoreland Protection Specialist positions: Haakenson: I would invite you to stop in and see the changes already taking place in the office of the Land Conservationist by our new Land Conservationist, Molly McKay. She is 100% funded by the staffing dollars of the DATCP grant.

a. McKay: I am really excited about this position and making some changes happen.

b. Haakenson: The Shoreland Protection Specialist position is the \$100,000 DNR grant that we share with Lincoln County. Justin Johnson was with us until December 2016, and he got a full-time position in Grant County. That position is being advertised.

11. Budget carryover requests: Haakenson: I found out from Gary that my carryover request as submitted is ok. Regarding the budget we are slightly over on Land Conservation again, that has happened the last couple year due to losing \$4,000 thousand dollars in the staff grant. Back in August when I budgeted I would have liked to put more money in expenses but you can do that because you don't make your freeze. I anticipate we will be over in Land Conservation again next year by a little. I've been over enough in revenues in my budget to cover it, so I haven't asked County Board to cover it. I put in for 3 things for the carry over, Clean Sweep \$3,000, vehicle repair for Land Conservation 1996 truck \$1,000, Document scanner \$2,300 for a total of \$6,300. Gary has ok'd the numbers. We had \$3,000 extra revenue from the pumping administrative fee.

a. **Motion** by Leaver, second by Webb to approve a \$6,300 budget carry-over. All present voting aye. Motion carried.

12. Director's report: Haakenson handed out his report to the members.

13. Surveyor's update, no action items: Tlusty: Last week at the Land Information Conference that Joe and I attended, we had a chance to talk with our LIDAR contractors. The total cost of the LIDAR enhancements we are getting (including the upgrade to 1 ft contour layer instead of 2 ft) is \$30,000, the 1ft. update adds \$5,000. I am pretty sure the City will pick up the added cost of \$5,000 as a cooperative effort and I will be sending them a letter to formally request their cooperation. We will pay for the project mostly with the Strategic Initiative grant funds. Regarding the Base Budget grant money, all of it is being used for Joe's position, which leaves no money for projects. Duane and I

discussed that we would ask that his benefits come out of the general budget at some point in the future; his wages for the time being would still be grant money. At our state Land Information meetings, the DOA (grant source) often warns that Counties shouldn't be using 100% of the grant money to fund positions: if the grant funding ever goes away, that would create problems so transitioning into County levy funding of benefits would ease the burden if grant funding ever goes away. Eventually the entire position should be funded by the County so that grant funds can be used for projects such as updated aerials, the LIDAR projects, website updates, etc. Update on parcel mapping: today I received the completed north Langlade parcel mapping so we now only have south Langlade to do and the mapper is working on that. It's a relatively easy township so I am expecting that one within a month. We have been working at getting a single, uniform website for the convenience of the users; the city and the county data would be seamless and you wouldn't have to go to switch websites to view parcel information. At last week's conference, I arranged a face-to-face talk with both website vendors (ADC for the County and Ruepert-Mielke for the City) and asked if they could work together to make this happen and I think this will work out and it might be cost free or at least a very minimal cost. They were both receptive to the idea and willing to work with us. To start this off, Joe will be getting the City mapping data to see how it fits in with the county information and will work on getting it to all work together. Joe is working on the next data submission for the 2017 Strategic Initiative Grant. Once he gets that in we will get \$25,000 of that grant money. Last year's section corner project is almost done with the two contracted surveyors. The contractor from Minocqua has 2 corners left to do field work on, and the other contractor has submitted 2 complete projects for me to review and has all of the Menomonee line done including the east line of Norwood. He has one more project to do field work on. We're progressing on all projects pretty well. There is a correction for last month's meeting minutes. I mentioned that LIDAR was a new grant and we would have to get Finance Committee's approval. I talked with Gary after last month's meeting and he said if it's still Strategic Initiative Grant, that type of grant was approved last year so no new approval is needed. Regarding the existing GIS information and mapping, Joe is correcting a lot of information on the GIS. He's going through every township book by book to add the manual changes made in the parcel map books over the years, to the GIS information. I think he's gotten about half way through the parcel map books in 3 months.

14. Motion by Webb, seconded by Leaver to adjourn meeting at 3:00 P.M. All present voting aye. No nays. Motion Carried.

Julie Webb  
Secretary

Duane O. Haakenson  
Director Land Records & Regulations

Cc: WLUPC  
County Clerk  
Parties Involved