

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

Minutes of Meeting, Tuesday, January 27, 2015 at 3:30 P.M. in the Wolf River Room, Langlade County Resource Building, 837 Clermont Street, Antigo, WI 54409.

1. Meeting called to order at 3:30 P.M.
2. The Committee recited the Pledge of Allegiance.
3. Roll Call: Present: Mike Klimoski
Don Scupien
Ronald Nye
David Solin ABSENT
Dick Schuh

Also Present: Duane O. Haakenson, Director
Dave Tlusty, Surveyor
Joe Grennell, Village White Lake President
Chris Oatman, Trustee
Jeff McKinney, Code Admn.

Motion by Nye, seconded by Scupien to excuse Dave Solin from the meeting. All ayes, motion carried.

4. Approval of meeting minutes for December 1, 2014. Motion by Nye, seconded by Schuh to approve the meeting minutes for December 1, 2014 as mailed. All voting aye. No nays. Motion Carried.
5. 4:00 P.M. Public Hearing pertaining to Petition for Zoning Amendment #957 by Dan Heistad, Applicant, N2616 Log Cabin Dr., White Lake, WI 54491, FROM A-2 TO A-1 Land as being SW NE of Sec 21, T31N R14E EXC N745' of E417.5' thereof and EXC the E80' thereof, (Parcel #034-0291) Town of Wolf River. See public hearing minutes.
6. Zoning in the Village of White Lake
 - a. Haakenson: I have been talking with Andy Teschnik for a few years, and I have worked with him for a number of years and either I or someone from my department have gone out to the lake shore on White Lake and have addressed some erosion issues and some shoreline buffer issues, but when you deal with zoning issues you are working with a broader topic. So our involvement has been just around the lakeshore in terms of zoning, and more specifically mostly in that buffer area between the building and the lake itself. So we have never talked about doing zoning in the Village of White Lake. There are some reasons for that. I believe shoreland rules

would apply to the lakeshore, but the actual village ie. County M where all the houses are tight together and close to the road, anytime anyone would want to do anything with our county regulations in place now, they would need a variance. Right now we don't have zoning jurisdiction in the village or the city of Antigo. So there would be ordinance issues. I will turn it over to you two now and you can tell us what you are thinking and would like to have, and we will go from there.

- b. Grennell: From my standpoint, we have just gone through a complete redo of our ordinances in the last 3 years. So we have now have all new ordinances on the books. We do our own zoning per say, and it's done by the trustees. Every two years obviously you could have different people working with zoning. So we never get a group that stays in that particular field for any length of time. It's not that the rules change that much it's more then what each person interprets. There are no set of guidelines to give us to go by for zoning. We have no police department or any way of being able to go back and enforce the rules that we have set up, even through our ordinance program. As far as being able to demand if someone is going to build a shack down on the lake and they build it, I have no authority to tell them to take it down. So it creates a bit of a problem and that is what we are looking at, is what can we do to protect the Village of White Lake. As far as zoning goes, we handle the simple thing of issuing a land use permit for someone to do something. They come to us and tell us what they want to do, we go out and physically look at the property, make a decision to if it is within the guidelines, but that is all we do. Duff Leaver does do UDC inspections. We do not do building permits at all in the village, ours is only a land use permit. The only thing we do is try to keep people from cutting trees down and building a garage on someone else's lot line. We are looking at what would it take for us to become part of the zoning of Langlade County, to see where we would fit into that whether we could do. Obviously in order for us to go this route we have to have a town meeting and there is a lot of stuff to go into this before we could physically say we'd like to come to you. But before we go through all of that we want to make sure it's even an open issue, that you would be interested in taking that part on.
- c. Haakenson: I can't give you any concrete answers tonight because a lot of that will be legality issues with the ordinances and how they are construed. We will need a plan from you as to what ordinance you would have in place you would want us to enforce. Right now we can't just take the county ordinance and make it work for you.
- d. Grennell: That was the other issue is whether you would enforce our ordinances or if you would put your ordinances onto the village.
- e. Haakenson: I don't see how we can put our ordinances onto the village.
- f. Grennell: So the ordinances we have would basically be the guidelines you would follow.
- g. Haakenson: Yes, if we chose to take it on. I don't see the county ordinance working out at all, I think your constituents would be very upset. Some of it might be good

- right around the lake because that is more uniform county-wide, but right in the village I can almost guarantee wouldn't comply.
- h. Klimoski: Is there such a thing we could do the shoreland zoning rules around the lake. At least we could have that part of it done.
 - i. Haakenson: That is a possibility and the rest of it they could take care of on their own.
 - j. Grennell: I think that was what we were wondering when we were talking with Andy.
 - k. Nye: Could they come up with a comprehensive plan, and then roll that into the county comprehensive plan to be enforced?
 - l. Haakenson: Well that might be part of the legality part, to have that in place first before we could enforce zoning. I think we need to get Robin Stowe the Corporation Counsel involved in this.
 - m. Nye: Does the village have any type of association (like the towns have the Towns Association)?
 - n. Grennell: We belong to the League of Municipalities, we have contacted them on physically make a change of what we are doing. This has been in the talking stage for about 2 ½ months now. It is just in the beginning stage. They say in order for us to do it there is a lot of things to take place, including town meetings to even consider making changes. To go through all of that and not having the possibility of you being there for us would really create a problem. So the next step, do you need to read our ordinances on the lake shore area?
 - o. Haakenson: Yes we would like to see it. If you can get us that information then that is a starting point. We could look it over and share our concerns with Robin and see what is the best way to go. To see if we can enforce your regulations contractually somehow? In our ordinances our geographic jurisdiction does not allow us to do anything in the village of White Lake. So if we are to going to incorporate it into our ordinances we would have to amend our ordinances. If you had your own ordinance and contracted with us to enforce it, that might be a good possibility. So you can get us a copy of your ordinances and we can look it over and go to Robin and then report back to you as to what might work. We can keep this item open on the agenda to update the committee as to how it is progressing. This isn't something that is going to happen in a month or two.
 - p. Klimoski: If we would put our zoning ordinance out there for shoreland which is 1000 ft from a lake or 300 from a river/stream, almost every dwelling out by White Lake is in violation.
 - q. Haakenson: That 1000 ft from a lake or 300 ft from a river/stream is shoreland jurisdiction in an unzoned town.

- r. Nye: You say every two years the trustees can change, have you considered a zoning board.
- s. Grennell: That is not something we have given a lot of thought to and there is a possibility that is a way to go about it.
- t. Klimoski: Then you will have volunteers.
- u. Grennell: Well it's not just a volunteer thing. We don't have the authority to enforce our rules and that is what it all boils down to. Being a small village, can we put on a sheriff? Sure, but every time that's happened in the past, but they get the training into the person, and they use the position as a stepping stone and they are gone. So it's a constant thing. We have talked about the possibility of hiring a retired judge to come in once a month, but it's extremely difficult to get law enforcement to come and take our ordinances and say you are breaking our rule. It is impossible for a small village like ours to control that part of it. Violence, destruction wise, we are very fortunate, and we haven't had a major problem with zoning, most everyone follows the rules, but we do have a few cases. I haven't been on the board long, it's been 2 years, and our board is trying to get things updated and to the next level. We have spent \$3,000 rewriting all the ordinances and getting all that through the village and approved. So now we have all these new ordinances but no way to enforce them. I will get you a copy of both the shoreland and zoning ordinances to review.
- v. McKinney: What is your definition of shore line? Within 200 ft of the lake?
- w. Grennell: Anything that is within 300 ft. of the lake. You aren't allowed to cut any trees, any ground work without coming for a permit. Ok thank you.
- x. Haakenson: Once we have a chance to look at the information they provide we will come back to the committee with it.

7. Parcel edits for GIS and contracting with NCWRPC: Haakenson: right now we have around 200 edits that need to be done to move forward with our GIS projects in the next couple years. They are miscellaneous type things, some involving parcel splits, some zoning, merges, corrections, annotations, right-of-way adjustments. This in attempt to bring us up to speed this year so we don't have these issues/corrections fixed now, they will haunt us another year or two down the road and keep haunting us until they are fixed. Andy Faust from Regional Planning has a person who is willing to take care of this. Unfortunately he doesn't know how much time it will take and so he doesn't know what to charge. He is estimating the cost at about \$2,500. I have money in the budget to cover this. Gary would like something in the minutes that I talked with you about it, in a motion to the effect that the estimated cost will be \$2,500 but will not exceed \$5,000 without further permission. Dave Tlusty will be the point of contact.

- a. **Motion** by Scupien, second by Schuh to allow up to \$4,000 for corrections to be made on the GIS system, if it is over that amount, Duane will have to come back to committee for approval. All voting aye, motion carried.

8. Discuss 2015 aerial update 12” resolution to 6” – Dave Tlusty: At the October 2014 meeting the motion that was approved for 6” resolution as long as Dave can come up with the extra \$14,000. If he is short up to \$4,000 we can take it out of the retained fees account, if he can’t come up with the extra fees then he can proceed with the original proposals for 12”. To back track we originally got a quote for 12” aerial photography and I found out the city was going to 6” and if we went to 6” we could use the \$15,000 they budgeted and come up with the difference which was approximately \$14,000. Since that happened we met with the grant administrator and asked if we could use grant money to make up the difference, and he thought it was a fine use for that money. Here is a sample of a 12” resolution and a 6” resolution as it would appear on the GIS website. You can see by holding them side by side the 6” is much clearer. The whole program is being spearheaded by the Regional Planning Departments. Several counties are participating and (number of counties) are going to 6” resolution. Regarding the dollars, I have been keeping a spreadsheet of the amount of dollars we have from the grants, the running total on the bottom of the page and I balance with Gary. My time spent to develop the base map of the parcel mapping townships, you can take my salary for doing that out of the grant money. After the 2015 award of \$64,528 after expenses we will end up with \$65,400 in the pot at the end of the year. So the money is available through grant money, and with the city portion. We could still take \$4,000 out of the retained fees account, and an additional \$10,986 out of grant money. Because our last action was in October and I had to do a grant application by December 1st, I took the liberty to put the upgrade from 12” to 6” in that. If you approve this today, the money is in there, if you don’t approve it today, you use this money for parcel mapping or a different project. Earlier I did work with the Forestry Dept. to work with them early on to try to do one flight, but it won’t work. So they budgeted for their leaf on flight. Eric told me their final cost came in under budget, so if we wanted to ask Forestry committee to chip in some of their balance left to go towards this, then that would go towards the \$10,986.

a. **Motion** by Nye, second by Scupien to take \$4,000 out of the retained fees account, \$10,986 out of the grant money and contact the Forestry Department to see if there is any help they can provide to reduce the \$10,986 amount. Also, to allow Dave Tlusty to sign the contract. All voting aye. Motion carried.

9. Signage on department vehicles:

a. Haakenson: We were directed to meet with our over sight committees regarding putting signs on our vehicles. Jeff got an estimate for magnetic signs. That is what we would like to go with so we would have the option to take the signs off if need be. Also we have multi programs and jurisdictions so if someone is using a particular vehicle and we need to switch signs we would have that flexibility. Jeff got an estimate that we could get magnetic signs in 18x12 size at \$21.50 each. I think that is a good price. Dave would like two on his vehicle, one on the driver’s side and one on the back. At that price we should get as many as we need. We may want one for Land Conservation and one for Zoning. The other reason we were looking at the magnetic and the flexibility is we do allow other departments to use the vehicles. So we don’t want our sign on it if someone else is using it. Gary thought we would take it out of contingency because there isn’t money in my budget. We have 4 vehicles so we would have a minimum of 8 signs and

perhaps 2 more if we wanted the additional names. It shouldn't be much more than \$200. The money is not coming out of my budget but they wanted something to come out of the oversight approving what we were going to have. Because it wasn't clear whether they were going magnetic or stick on etc.

- b. **Motion** by Nye, second by Scupien to approve the purchase of up to 12 12x18 magnetic signs for the department vehicles at \$21.50 each. All voting aye, motion carried.

10. Budget Review: Haakenson: I had hoped I would have more of an update from Gary as to where I stood with the budget, as I said this fall I was concerned I was coming up a little short and may still be a little short, however, we are still doing grant applications at this time and I haven't done the Farmland Preservation grant yet, which is over \$20,000. We also have to submit hours for some of the other grants so he can set some of the expenses. So he doesn't have a good figure for us yet. I had started out a little short because of some of the ways things were budgeted in 2013. My revenues are actually pretty good but because of the way it was budgeted it wasn't shown right. Being my first year at budget preparation I wasn't aware we had to show offset of expenses on some of these grants. So we have the same issue for 2015 -2016 and we have it budgeted right. That is the only reason I am coming up a little short. We looked at 3 or 4 grants we are working on now and by the time we submit the hours for that I should come pretty close. I am not anticipating having to ask the board for money. This should be the only year it should be an issue, and if you recall the previous 3 or 4 years we were \$20,000 to \$30,000 under budget.

11. 2015 Zoning Ordinance revisions: In January I was working on the lake protection grant and some other grants I haven't had time to put towards the zoning revisions. Jeff and I are trying to do some fix ups in the zoning ordinance, as well as information Robin wanted in terms of enforcement so it's very clear regarding nuisance. I am also working on the A-1 zoning. So when I am done with the grant work I will have more time to work on the zoning ordinance revisions. We are working with Brad on a number of things with cell tower zoning as well as with FEMA with flood plain on the Wolf River. I would like to bring it to you in draft by the February meeting for approval to take to public hearing in March. I don't know if I will have DATCP ready as well to send that as well to county board with the zoning ordinance. But if DATCP is not ready I at least can let the county board know I will be coming back to them with that. We would like to get all this "fix it" stuff to county board no later than April or May. If DATCP still holds me up from those dates, we can still go ahead with the "fix it" stuff and get it through. We may have one to do in the POWTS ordinance where we would sign the holding tank agreements instead of the town chairmen. We are checking with Robin to see if we can do that with an agreement vs. having to change the ordinance. We will sit down with Robin to see if we can do more with the enforcement issues so if there are items to add to help us in the future. Robin's point being that he could argue issues in court, but if it's in our ordinance and passed by the full county board the judge has no question of the validity.

12. Compensation matrix status and future department reorganization: Haakenson: It is my opinion how this whole compensation matrix played out is that we are not going to go back to that avenue until the next 5 years. At a recent department head meeting it was pointed out to us that the committee is not going to look at those unless there are substantial changes in the job descriptions. Unfortunately as that all played out where it was done at the last minute, there

were some promises given that we were able to get another kick at it and that is not what happened. With your approval I would like to move forward with a departmental reorganization. It is coming, I just don't know if it is 1 or 2 years out or whenever. At this time I have not heard from Marie when she is coming back. I talked with her a week ago Friday and she had gotten the ok to drive now. When she does come back to work it will probably be for short periods of time like a few hours to ½ day and work her way back. So I have no idea how this will play out, but I need to start working on the reorganization because it involves our Land Records money, now that we have more money coming in. This goes back to our conversations with Andy Faust and how we will pull together our GIS system. My long range plan for the department all along from when I did the reorganization in 2013 was to set it up to have a Land Conservation Technician ½ time so we could get our Land Conservation Program going as far as designs, we were contracting with Lincoln County and paying them \$17,000 to do a few designs. This would be a much better use of our money. In that when our Land Conservationist would retire then the Land Conservation Technician could move into that position. Because she does the design work, I don't have to have another person to do the design work and that opens up at least a ½ time position in GIS. Andy made the suggestion to me and Dave that instead of waiting and trying to hire someone right away, to consider hiring a GIS intern who would start working on some of the changes and get a feel for what we need and want. So I would like to go forward with this and bring you some information in the upcoming months to let you know how I am progressing with that. But we are thinking with the money we have available in the Register of Deeds and Land Records that we could potentially hire a GIS intern for the 2nd part of this year. Before I devote any time with this I wanted to tell you what my plan was and see if you have any problems with it.

Klimoski: It is the consensus of the committee to approve reorganizational efforts by Duane for his department he has stated.

13. Update on zoning, sanitary, real property listing, land division, and surveying activities:
 - a. Enforcement Update:
 - b. Activity Update. Dave is going to February county board and give an update on last year. We are turning in the Wisconsin Fund Grant this week, we have 5 applicants this year as compared to last year we had 2. We are looking at a claim of over \$10,000 for replacement of septic coming back into the county. We are turning in the Lake Protection Grant in the next couple days which is due by February 1st. The Farmland Preservation Planning Grant Reimbursement, we have money in the CIP Plan for that but I also get reimbursed from the state, which will help with my budget. Next week is a FEMA meeting. A week from Friday I am hosting the NEWCA district meeting in Crandon. I am the host county for that, so I have a speaker coming in from Army Corp of Engineers. Molly, our Shoreland Technician will be giving a presentation on shore line erosion issues and what we have done with those in our county. Langlade County has always been looked at as a leader in those types of issues and we will continue that with our next grant application. We just received word we received a Lumberjack RC&D Council Grant to continue our terrestrial invasive species program next summer. That grant is worth \$10,000. We hire a person who is paid through Lumberjack, not a county employee, but we still oversee what they are doing. The last two summers have primarily been spent on inventory, and this year we will try to get into the eradication efforts. When we went to have our

Land & Water Plan approved in December, the board members came to me afterwards and told me they really liked what we were doing in Langlade County on invasive species. So the state recognizes we are active and have a good program. We will continue as long as we continue to get grant money to fund a person to work on it. Chris Arrowood was the person in that position and he recently accepted a position with the Timberland Invasives Partnership (TIP). So he is our new TIP coordinator, but he has emailed me to inform me he would give us his assistance in continuing that program this summer. So if we have his guidance and his help to train a new person that will be a great help.

14. Motion by Scupien, seconded by Schuh to adjourn meeting at 5:07 P.M. All voting aye. No nays. Motion Carried.

Don Scupien
Secretary

Duane O. Haakenson
Director Land Records & Regulations

Cc: WLUPC
County Clerk
Parties Involved