

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 WEDNESDAY, MAY 4, 2016
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Ken Curry, Robert Ashbeck, Bill Leichtnam, Peter Hendler and Harvey Peterson.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Julie Akey, Jeff Brewbaker and April Opatik.

Land & Water Conservation Staff: Shane Wucherpfennig and Tracy Arnold.

UW Extension Staff: Peter Manley and Chris Viau.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dave Homb (Chairman Tn. Sherry), Dan Forbes (Tn. Saratoga), Tom Grygo (Tn. Saratoga) and Scott Larson (Exec. Director MACCI).

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:52 a.m.

2. **Election of Vice-Chair and Secretary**

- a. Vice-Chair. Chairperson Henkel called for nominations for Vice-Chair. Harvey Peterson nominated Robert Ashbeck for Vice-Chair. Henkel called for nominations 3 times.

Motion by Ken Curry to close nominations and cast a unanimous ballot for Robert Ashbeck as Vice-Chair. Second by Bill Leichtnam. Motion carried unanimously.

- b. Secretary. Chairperson Henkel called for nominations for Secretary. Bill Leichtnam nominated Ken Curry for Secretary. Henkel called for nominations 3 times.

Motion by Harvey Peterson to close nominations and cast a unanimous ballot for Ken Curry as Secretary. Second by Peter Hendler. Motion carried unanimously.

3. **Public Comment.**

- a. Dave Homb, Town of Sherry Chairman, requested a status update on the former Kickapoo Valley Cheese Factory. It was explained this matter will be discussed under Item 10,B later in the meeting.

4. **Review Correspondence.**

- a. Tracy Arnold informed the Committee the Legacy Stone for Don Aron will be dedicated at a ceremony at the Wood County Veterans Memorial on May 27th at 11:00 a.m.
- b. Peter Manley notified the Committee the WACEC Conference will be held June 20-21 in Wausau. He asked Committee members to let him know prior to June 19th if they are interested in attending.
- c. Peter Manley informed the Committee this year the Clean Sweep will be held in Marshfield on September 24th. It was noted Marshfield Utilities has donated \$5,000.

5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the April 6, 2016 CEED meeting, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, April Opatik, Justin Conner, Julie Akey, Jeff

Brewbaker, Heather Marquardt, Shane Wucherpennig, Tracy Arnold, Adam Groshek, Lori Ruess, Peter Manley, Matt Lippert, Sarah Siegel, Jodi Friday, Chris Viau and Kyli Brown.

- a. Minutes of April 6, 2016. No additions or corrections needed.
- b. Department Bills. No additions or corrections needed.
- c. Staff Activity Reports. No questions or comments; however, discussion will be held on the status of the Badger Sandstone non-metallic mining reclamation issues later in the meeting under Item #8.

Motion by Robert Ashbeck to approve and accept the April 6, 2016 CEED minutes as presented, bills from Planning & Zoning, Land & Water Conservation and UW Extension as presented and staff activity reports as presented. Second by Ken Curry. Motion carried unanimously.

6. Risk and Injury Report. Nothing new to report this month.

With no opposition, Chairperson Henkel moved up agenda items #9A, #10B and #10F.

Status of Shoreland Zoning and Floodplain Zoning Violations at the site formerly known as the Kickapoo Valley Cheese Factory in the Town of Sherry (#10B). Jeff Brewbaker, Wood Co Code Administrator updated the Committee with a brief history of the existing shoreland zoning and floodplain violations on this site. Structures were built in 1978, 2000 and 2002 without permits. In 2011, the owners of the Kickapoo Valley Cheese Factory proposed an addition on this site. This addition did not meet the standards and staff suggested they pursue a Variance through the Wood Co Board of Adjustment. The Board of Adjustment approved the Variance with conditions set; however, the Department of Justice then filed a suit against Wood County. The owners hired an engineering firm to do a Hydraulic & Hydrology Study to show there would be no impact on the floodplain. WDNR denied this study due to the fact that the base conditions from 1978 were never established. It was noted numerous meetings were held with personnel from Kickapoo Valley Cheese to try to resolve these existing violations. An enforcement order was mailed to Kickapoo Valley Cheese in February 2016 establishing a deadline date of February 28, 2017 to either remove the nonconforming improvements or to obtain a permit or variance for them. Further, they were given a deadline date of June 1, 2017 to bring the property into compliance with the Shoreland Zoning Ordinance as well. This parcel has since been sold and the same enforcement orders were mailed to the new owner in April 2016.

Dave Homb, Town of Sherry Chairman, stated he had met recently with the local manager of the current company. He would like to work with the County to minimize the impact.

Brief discussion followed. It was recommended staff visit the site, meet regularly and keep the committee up-to-date on this matter. Updates will be included in future staff reports.

Motion by Bill Leichnam to recommend P&Z staff, Town of Sherry Chairman Dave Homb and Michelle Staff (WNDR) meet with the new owners to try to resolve these issues. Second by Peter Hendler. Motion carried unanimously.

Consider Resolution to Approve Zoning Ordinance Changes for the Town of Saratoga (10F). The Town of Saratoga has submitted a request to approve a zoning amendment to their Zoning Ordinance. A Town of Saratoga Zoning Map was distributed to Committee members as Dan Forbes and Tom Grygo explained a majority of the proposed changes were a clarification of language of the original ordinance. The Saratoga Town Board met in April 2016 and approved the recommended zoning ordinance amendments. Jason Grueneberg reported staff has reviewed the proposed amendments and it does not conflict with any county planning programs or zoning ordinances.

Motion by Ken Curry to approve the zoning ordinance changes for the Town of Saratoga as presented. Second by Bill Leichtnam. Motion carried unanimously.

Marshfield Chamber of Commerce Update (#9A) Scott Larson, Executive Director of MACCI, distributed the following brochures: 1) 2015 Economic Profile, 2) Focus on Marshfield, 3) 2015 Annual Report (A Celebration of Success) and 4) Industry Cluster Profile as he briefly updated the Committee on business retention, housing developments and downtown enhancement as well as several other programs in the city

7. UW Extension

- a. UW Extension Reorganization Update Peter Manley reported the Executive sponsor team is planning to visit many of the proposed multi-county areas this summer to meet with county stakeholders. May 31st has been confirmed for the sponsors to meet with our multi-county area. The meeting will be held at the Marshfield Ag Research Station.
- b. Horticulture Education Position Update Peter Manley informed the Committee there were 4 applicants for the Horticulture Educator Position. Following the screening process, 3 will be forwarded for the interview stage. Initial interviews will be held in May with final interviews scheduled for mid-June.
- c. Secretary Position Update Peter Manley reported there were 112 applications received for this open position. These applications have been prioritized and interviews for the top 12 should be held in a few weeks.
- d. 4-H Report Chris Viau, Wood Co. UW Extension 4-H Youth Development Educator, presented an overview of Youth Development activities. He reported there are currently 26 4-H clubs, with 733 members and 280 volunteers. Viau briefly explained the new Volunteer Background Check System Pilot program. He further reported the 2017 Plat Books will be available on November 1st, which is the Leader's Association largest fundraiser.

8. Land & Water Conservation Department

Carried from Consent Agenda: Update on non-metallic reclamation issues at one site which has a new landowner. Tracy Arnold provided an update on a non-metallic reclamation issue. The company is willing to proceed with the reclamation; however, the new landowner has repeatedly denied them access to the site to complete the reclamation. Arnold informed the Committee she will be meeting with Wood Co. Corp. Counsel Kastenholz later today to discuss what options are available.

- a. Discuss RC&D Membership Dues At previous CEED meetings, discussion was held on the RC&D membership dues increase vs. the services Wood County has received from RC&D. It was noted Wood County has not yet received the bill for the 2016 membership dues. Brief discussion followed.

Motion by Harvey Peterson to pay the minimum \$300 RC&D membership dues. Second by Robert Ashbeck.

Voting Aye: Hilde Henkel, Robert Ashbeck, Bill Leichtnam, Peter Hendler and Harvey Peterson.

Voting Nay: Ken Curry (feels there are still issues with this organization).

Motion carried 4-1.

- b. May 25th North Central Land & Water Conservation Association Meeting Shane Wucherpfennig reported Wood County is hosting this meeting, which will be held at the

enclosed shelter at Nepco Lake County Park on May 25th. Supervisors Leichtnam and Ashbeck expressed interest in attending this meeting.

- c. 2017-2021 Capital Improvement Plan Shane Wucherpennig explained the 2017-2021 CIP will include the purchase of 2 trucks to replace 2 existing County vehicles. The department is planning on replacing vehicle one in 2017 and the other in 2019.

Motion by Peter Hendler to approve the 2017-2021 Capital Improvement Plan as presented. Second by Harvey Peterson. Motion carried unanimously.

- d. Pay Plan Modification Proposal Shane Wucherpennig reported he is part of a small group that will be reviewing a pay plan modification proposal. There has been some concern regarding recruiting and retaining employees within the parameters of the current pay plan.

9. Economic Development

- a. Marshfield Chamber of Commerce Update .This item was moved up on the agenda.

10. Planning & Zoning

- a. Update on Community Assistance Visit (CAV) and Unresolved Floodplain Violations Jeff Brewbaker, Wood Co Code Administrator, gave a brief presentation on the 2011 Community Assistance Visit (CAV). In September 2011, DNR and Wood County officials met to discuss floodplain management and the results of the audit that was conducted. This audit identified 29 sites associated with structures as possible violations. Brewbaker reported he is currently doing research on each of the 29 sites, using the best data available. He further reported he will be providing regular updates to the Committee. It was noted there have been numerous cranberry farming violations over the last 6 years. The cranberry growers, FEMA, WDNR and Wood County have worked together to create a model floodplain ordinance specifically to address cranberry farming.
- b. Status of Shoreland Zoning and Floodplain Zoning Violations at Former Kickapoo Valley Cheese Factory. This item was moved up on the agenda.
- c. Consider Approving P&Z Department Obtaining Office Credit Card Jason Grueneberg requested approval to obtain an office credit card. Grueneberg explained many hotels no longer accept checks and frequently there is a surcharge on many registration fees and membership dues if paid by check.

Motion by Ken Curry to approve the Planning & Zoning Department obtaining an office credit card. Second by Bill Leichtnam. Motion carried unanimously.

- d. Consider Approving Carryover of P&Z Director's Remaining Vacation Jason Grueneberg requested to carryover 76.5 hours of unused vacation. His anniversary date is May 12th.

Motion by Bill Leichtnam to approve the carryover of the Planning & Zoning Director's remaining vacation. Second by Peter Hendler. Motion carried unanimously.

- e. Consider Resolution Approving a Zoning Map Amendment for the Town of Grand Rapids The Town of Grand Rapids has submitted a request to rezone a 1.00 acre parcel within the existing 18.76 acre parcel (#0700790) from Agriculture (A1) to Residential (R2). The Grand Rapids Town Board approved the recommended amendment in April 2016 and it is consistent with their comprehensive plan. Jason Grueneberg stated staff has reviewed this request and it does not conflict with any county planning programs or zoning ordinances.

Motion by Bill Leichtnam to approve the zoning map amendment for the Town of Grand Rapids as presented. Second by Peter Hendler. Motion carried unanimously.

- f. Consider Resolution Approving Zoning Ordinance Changes for the Town of Saratoga This item was moved up on the agenda.
- g. Consider Resolution Approving Zoning Ordinance Changes for the Town of Auburndale The Town of Auburndale has submitted a request to approve zoning changes to their Zoning Ordinance. The Auburndale Town Board approved the recommended amendments in April 2016. Jason Grueneberg stated staff has reviewed this request and it does not conflict with any county planning programs or zoning ordinances.

Motion by Robert Ashbeck to approve the zoning ordinance changes for the Town of Auburndale as presented. Second by Bill Leichtnam. Motion carried unanimously.

11. County Surveyor. Nothing new to report.

12. Land Records. Nothing new to report.

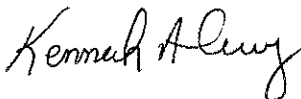
13. Schedule Next Meeting.

- a. The next regular CEED meeting is scheduled for Wednesday, June 1, 2016 at 9:00 a.m.

14. Adjourn.

Motion by Robert Ashbeck to adjourn at 12:45 p.m. Second by Harvey Peterson. Motion carried unanimously.

Respectfully submitted,



Ken Curry, Secretary
Minutes by Julie Akey, Planning & Zoning Office
Review for submittal to County Board by Ken Curry (approved on May 4, 2016)