

## BUFFALO COUNTY MINUTES

Committee of the Board:

Land Use Committee

Date of the Meeting:

April 30, 2021

Chair Mr. Max Weiss called the meeting to order at 9:08 a.m. in the third floor County Board meeting room, Buffalo County Courthouse, Alma, Wisconsin.

**Committee Members Present:** Mary Anne McMillan Urell, David Danzinger, Max Weiss, Dwight Ruff, and Steven Nelson.

**Others present for all or part of the meeting:** Sonya Hansen, Carol Burmeister, Tina Anibas, Michael Owecke, Anissa Glaus, Lee Engfer, and Ron Jasperson appeared in person. Dave Brommerich, Margo Traun, Roxann Halverson attended remotely.

**Review/Discussion/Action – Minutes of the Pervious Meeting:** Mr. Dwight Ruff made a motion to approve the minutes of the last meeting, seconded by Mr. David Danzinger. Motion carried.

**Review/Discussion/Action – Buffalo County Land Division Ordinance:** Zoning Administrator Michael Owecke explained that the final draft of the ordinance was sent out to all the towns. He did not receive any responses or comments from this proposed draft. Mr. Dwight Ruff made a motion to approve the ordinance and forward the same for action to County Board, seconded by Mr. David Danzinger. If adopted by the County Board, it becomes effective on that date. Motion carried.

**Review/Discussion – Zoning Department 2020 Annual Report:** Zoning Administrator Michael Owecke presented his annual report to the committee, highlighting 2020 activities of the department. Discussion was held on groundwater quality and well sampling. Ms. Mary Anne McMillan Urell indicated that she would request that the Department of Health and Human Services Committee discuss this topic in June at their Committee meeting. Mr. Dwight Ruff indicated that he would request that the Land Conservation & Ag and Extension Committee also review this project again. Discussion was also held regarding the notification process of zoning permits issued by the County to towns.

**Review/Discussion – Zoning Administrator Report:** Zoning Administrator Michael Owecke informed the committee that once the Land Division Ordinance is approved, he plans to work on updating the Shoreland Division Ordinance, to bring into compliance with state statute. The ordinance would need to be submitted to the Department of Natural Resources (DNR) and then he would be presenting it to the Land Use Committee for review and adoption.

**Review/Discussion/Action – Re-monumentation Project – Town of Milton:**

Ms. Sonya Hansen informed the committee that she had spoken with Chair Ben Adank from the Town of Milton. They are open to working with the County to finalize this project with the stipulation that there would be an agreement between the parties that would commit to finishing the project. She related to the Chair Adank that the County would also like to see a written agreement. Surveyor Mr. Ron Jasperson indicated that some work (Phase I and II) has already been done for the Town of Milton. He is estimating the cost to finish phase 3-5, using current charge-out rates for 2021 would be around \$226,000. A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. David Danzinger to draft a proposal for the committee to review at their next meeting. Motion Carried. Ms. Sonya Hansen will work with Mr. Ron Jasperson on costs for the agreement.

**Review/Discussion/Action – Re-monumentation Project – Next Township:** Mr. Max Weiss indicated that he had spoken with Chair Tony Poeschel from the Town of Canton and that they are willing to consider working with the County to complete their township. No action was taken by the committee at this time.

**Review/Discussion/Action ~ Land Information Office Staffing and Project Updates:**

Ms. Sonya Hansen indicated that the data due to the State on March 31<sup>st</sup> has been submitted thanks to Mr. John Ebert and Ms. Greta Poser. The grant funding for the second half of 2020 WLIP SI Grant was received. She indicated that a draft of the Land Information Plan will be due in September of this year for 2022 – 2024 and that the Land Information Council will be involved. The final plan is due by December 31, 2021. Ms. Sonya Hansen indicated that she had registered for the WLIA Spring Conference and joined the association with an Organizational Membership for \$200 which would allow up to 15 members.

**Review/Discussion/Action – Surveyor’s Report:** Mr. Ron Jasperson reviewed the status of the Belvidere re-monumentation project with 119 corners verified and finalized in the field and 8 corners that need to be verified or set with a completion date in June.

**Review/Discussion ~ Mapping Presentation by Tina Anibas:** Ms. Tina Anibas presented several examples of mapping issues on property that had been sold or split between owners in the County.

**Review/Discussion ~ Overview of Register of Deeds by Carol Burmeister:** Register of Deeds Ms. Carol Burmeister provided an overview of the Register of Deeds Office and summarized project work and the goal of getting documents on-line for public use.

**Review/Discussion/Action ~ The Committee May Go into Closed Session to Evaluate GIS Technician Candidates:** A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. David Danzinger to enter into closed session. Roll Call vote:

Mr. Dwight Ruff – yes, Mr. David Danzinger – yes, Mr. Steve Nelson – yes, Mr. Max Weiss – yes and Ms. Mary Anne McMillan Urell. Motion carried.

**Review/Discussion/Action ~ The Committee May Return to Open Session:**

A motion was made by Mr. Dwight Ruff seconded by Mr. David Danzinger to return to open session. Roll Call vote: Mr. Dwight Ruff – yes, Mr. David Danzinger – yes, Mr. Steve Nelson – yes, Mr. Max Weiss – yes and Ms. Mary Anne McMillan Urell. Motion carried.

Interviews were held on April 20<sup>th</sup> and a second interview with the top candidates is scheduled for May 10<sup>th</sup> to allow exchange between the candidates and the department managers.

**Review/Discussion – Interim Land Information Officer Report:** Ms. Sonya Hansen indicated that she had nothing additional to report.

**Review/Discussion – Department Manager Report:** This matter was covered earlier in the meeting.

**Review/Discussion/Action – Next Meeting Date and Time:** June 25, 2021 at 9:00 a.m. was set for the next meeting date.

**Public Comments Not Related to Agenda Items:** There were no other public comments.

**Adjourned:** Mr. Dwight Ruff made a motion to adjourn seconded by Mr. Steven Nelson. Motion Carried.

Respectfully submitted,

Sonya J. Hansen  
Recording Secretary