

**Draft until approved by Land Use Committee**

**Buffalo County Minutes**

**Committee/Board:** Land Use Committee & Land Information Council

**Date of Meeting:** Friday August 21, 2020

**Electronic and hard copy filing date:**

Mr. Max Weiss called the meeting to order at 9:00 A.M.

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

**Land Information Council Members Present:** David Danzinger, Lee Engfer, Dwight Ruff, Max Weiss, Ron Jaspersen, Jason Poser and Donna Moy. Excused were: Carol Burmeister, Margo Traun and Tina Anibas.

**Others present for all or part of meeting:** Mike Owecke; Zoning Administrator, Anissa Glaus; Administrative Assistant, Briar Golden; Zoning Specialist, and Sonya Hansen; County Administrative Coordinator. Others may have been present that were not acknowledged.

No public comment regarding meeting agenda.

**Zoning Department Budget 2021:** Zoning Administrator Mike Owecke presented the 2021 Zoning budget. He indicated that most items have remained the same as the previous year with the most significant change being the addition of a used pickup truck. He informed the committee that the current vehicle is old and has excessive miles. Their department needs to have a dedicated vehicle with four-wheel drive to haul equipment and tools. A motion was made by Mary Anne McMillan Urell seconded by Dwight Ruff to approve the 2021 Zoning department budget and forward it to the Finance Committee. Motion carried.

**Address Sign Project Update:** Zoning Administrator Mike Owecke informed the members that the 4,000-sign project is almost complete except for approximately 20 addresses still needing some research and clarification. He indicated that the final inventory and final billing for the project has been received from Lange. The committee asked for a commitment from the Land Information Officer as to when the lists will be sent to the town boards to verify and approve, and then to be sent back to the County for final billing and input. Land Information Officer Jason Poser stated that he could have the lists out by the end of this week and request a response by October 16<sup>th</sup>. The committee requested that Lange be notified of this timeframe.

**Doenier Rezone Petition:** Zoning Administrator Mike Owecke informed the Committee that a Public Hearing is needed to discuss this rezone petition. He indicated that this will be scheduled prior to the next regular Land Use Committee meeting. He stated that a staff report will be sent to the members closer to the meeting date. He informed the Committee that Brandon Doenier submitted a rezone petition to construct a mini storage in the Town of Glencoe. This is a prohibited use in the ANR-40 district, and he would like to be rezoned to commercial.

**Zoning Administration Report:** Zoning Administrator Mike Owecke reported that the state funded McQuiston clean-up project is progressing well and huge strides were made over the last several months due to the coordinated efforts of the contractor. The contractor is on the last 50

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tons of approximately 350 tons of material that has been removed from the property. The ground will need to be seeded, fertilized, and mulched as there is a significant amount of ground coverage devastation. Mike Owecke is working with the State on additional funding to cover those costs.

**Minutes from July 10<sup>th</sup> Meeting:** A motion was made by David Danzinger seconded by Mary Anne McMillan Urell to approve the minutes. Motion Carried.

**Minutes from July 30<sup>th</sup> Meeting:** A motion was made by Mary Anne McMillan Urell seconded by Dwight Ruff to approve the minutes. Motion Carried.

**Draft Subdivision/ CSM Ordinance:** Zoning Administrator Mike Owecke and County Surveyor Ron Jasperson explained the benefits of having a County Certified Surveying Map Ordinance. A draft copy of the proposed ordinance will be sent to the committee for discussion at their next meeting. This ordinance is separate from the Zoning Ordinance.

**Land Information Council Election of Chair & Vice Chair:** Administrative Coordinator Sonya Hansen distributed an organization chart which identified the duties and responsibilities of the Land Information Committee and the Land Information Council.

**Chair & Vice Chair:** A motion was made by Mary Anne McMillan Urell seconded by Mr. Steve Nelson to nominate Dwight Ruff as Chair and David Danzinger as Vice Chair of the Land Information Council. Motion Carried. A motion was made by Mary Anne McMillan Urell seconded by Steve Nelson to close the nominations and cast a unanimous vote for Dwight Ruff as Chair and David Danzinger as Vice Chair of the Land Information Council. Motion Carried.

**Land Information Council Minutes:** A motion was made by David Danzinger seconded by Steve Nelson to table the action on the previous Land Information Council minutes as they were not available at the meeting. Motion Carried.

**Land Information Officer 2019 Annual Report:** Land Information Officer Jason Poser presented and distributed his 2019 Annual Report.

**Land Information/GIS Report:** Land Information Officer Jason Poser presented and distributed his monthly Land Information/GIS report.

**GIS 2021 Budget:** Land Information Officer Jason Poser presented and distributed his proposed GIS budget. A motion was made by Mary Anne McMillan Urell seconded by Dwight Ruff to approve the proposed GIS budget and forward the same to the Finance Committee. Motion Carried.

**Land Information Budget:** Land Information Officer Jason Poser present his proposed Land Information budget.

**Closed Session to Discuss Land Information Office Structure:** A motion was made by Mary Anne McMillan Urell seconded by Dwight Ruff to table this matter for the next regular meeting due to lack of time. Motion Carried.

**Surveyor Report:** County Surveyor Ron Jasperson reported that he is finishing the Waumandee re-monumentation paperwork next week and that he is starting the Belvidere project. The

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County Surveyor budget was presented and distributed. A motion was made by David Danzinger seconded by Mary Anne McMillan Urell to approve the County Surveyor 2021 budget and to forward the same to the Finance Committee. Motion Carried.

**Land Use Committee Chair Report:** Chair Max Weiss reported that we should have information from the towns by the next meeting to finalize plans for re-monumentation.

**Next Meeting Date and Time:** The next meeting is scheduled for September 18, 2020 at 9:00 a.m.

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

A motion was made by Steve Nelson seconded by Dwight Ruff to adjourn at 11:45 a.m.

Respectfully submitted,

Sonya J. Hansen, Recording Secretary