

BUFFALO COUNTY MINUTES

Committee of the Board:

Land Use Committee

Date of the Meeting:

December 11, 2020

Chair Mr. Max Weiss called the meeting to order at 9:06 a.m. in the Second Floor Conference meeting room, Buffalo County Courthouse, Alma, Wisconsin.

Land Use Committee Members Present: Mr. Max Weiss, Mr. Dwight Ruff, Ms. Mary Anne McMillan Urell and Mr. Steve Nelson appeared in person. Mr. David Danzinger appeared via Teams.

Others Present for All or Parts of the Meeting in Person and Via Teams: Ms. Sonya Hansen, Mr. Michael Owecke, Chief Deputy Lee Engfer, Mr. Jason Poser, Mr. Ron Jasperson, Mr. Briar Golden and Ms. Carol Burmeister.

Public Comments regarding Agenda Items: There were no public comments.

Review/Discussion/Action Regarding Minutes of the Previous Meeting: A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. Dwight Ruff to approve the minutes of the November 13th meeting as sent. Roll Call vote: Mr. Weiss – yes, Mr. Danzinger – yes, Mr. Ruff – yes, Mr. Nelson – yes and Ms. McMillan Urell – yes. Motion Carried.

Review/Discussion: Draft Land Division Ordinance: Zoning Administrator Mr. Owecke reviewed the final revisions to the draft ordinance. County Surveyor Mr. Ron Jasperson along with Register of Deeds Ms. Carol Burmeister asked for additional language to be added to the ordinance to include a 3 x 3 area in the right hand corner of the CMS map to allow space for recording documentation. Zoning Administrator Mr. Owecke requested suggested language be sent to him to be included.

Zoning Administrator Mr. Owecke indicated that the next step would be to hold a Public Hearing after sending a draft to all towns to review and comment. He indicated that this committee would then hold the Public Hearing and take action on the ordinance in late February or early March. He stated that a resolution would need to be drafted to include the fees associated with the ordinance. A motion was made by Ms. Mary Anne McMillan Urell seconded by Mr. Dwight Ruff to approve the ordinance with the amendments discussed and to proceed with the plan as outlined by Zoning Administrator Mr. Owecke. Roll Call vote: Mr. Danzinger – yes, Mr. Ruff – yes, Ms. McMillan Urell – yes, Mr. Nelson – yes and Mr. Weiss – yes. Motion Carried.

Review/Discussion ~ Zoning Administrator Report: Mr. Owecke stated he had nothing additional to report to the committee this month.

Review/Action/Discussion ~ A Resolution to Appoint County Surveyor:

Ms. Hansen explained that Auth Consulting has been appointed as the County Surveyor until the end of this year. They are interested in continuing in this capacity with a small increase of 3% in their rates and have designated Mr. Ron Jasperson as the main contact for Buffalo County. A motion was made by Mr. Ruff seconded by Ms. McMillan Urell to approve the resolution to appoint Auth Consulting as the County Surveyor until December 31, 2021. Roll Call vote: Mr. Weiss – yes, Ms. McMillan Urell – yes, Mr. Ruff – yes, Mr. Nelson – yes and Mr. Danzinger – yes. Motion Carried.

Review/Discussion/Action ~ GIS Department Head Telecommute Extension:

Mr. Poser requested the authorization to continue telecommuting for an additional thirty (30) days due to COVID-19. He stated that he can perform all of his duties in his home office that he does at the department office. A motion was made by Ms. McMillan Urell seconded by Mr. Nelson to approve Mr. Poser’s request to telecommute until January 4, 2021, with the understanding that he will keep the Chair, Ms. Anibas and Ms. Hansen updated on work projects and that if needed in the office that he would so report. Roll Call vote: Mr. Ruff – yes, Mr. Nelson – yes, Mr. Weiss – yes, Mr. Danzinger – yes and Ms. McMillan Urell – yes. Motion Carried.

Review/Discussion – Land Information/GIS Report: Mr. Jason Poser reviewed the status of the following projects:

Sign Project: Zoning is working with the towns to get any missing sign issues resolved. Data has been provided to the Treasurer’s Office and Mr. Poser will be making updates to the data base.

Culvert Project: Mr. Poser stated that the culvert project has been completed.

Parcel Mapping Project: Mr. Poser provided a copy of the written report from Treasurer Ms. Tina Anibas which stated that their department has drawn out all of the fall splits and are working on year end splits before rolling to the new year. COVID-19 and training new staff were a challenge.

Maps for Emergency Response: Mr. Poser stated that he has created maps for each fire district and he is working with them to make sure they are accurate. He will be printing them off for distribution.

Land Conservation Maps: Mr. Poser informed the committee that he will be working with the Land Conservation Department and Mississippi River Regional Planning Commission to prepare maps as requested for the Outdoor Plan.

Redistricting/Census: Mr. Poser stated that this project will begin after the census data is received. He will need to work with the County Clerk and the Administration Office during the first quarter of 2021 to bring the recommendations forward for any appropriate action.

Review/Discussion ~ Surveyor's Report: Mr. Jasperson reported that as of December 4th they have 54 corners controlled in the Town of Belvidere. He indicated that they have found that 60% of the survey markers by Davy Engineering and field notes are accurate. He indicated that now that deer hunting season is over and weather permitting, that they will be able to get back into the field. They anticipate being completed with the Town of Belvidere by no later than late summer. He indicated that County Trunk Highway N has several markers that will need to be dug up.

Review/Discussion/Action ~ The Committee May Go into Closed Session to Discuss Department Manager Evaluations:

A motion was made by Mr. Weiss seconded by Ms. McMillan Urell to enter into closed session. Roll Call vote: Mr. Nelson – yes, Mr. Ruff – yes, Mr. Danzinger – yes, Ms. McMillan Urell – yes and Mr. Weiss – yes. Motion Carried.

Review/Discussion/Action ~ The Committee May Return to Open Session: A motion was made by Mr. Weiss seconded by Mr. Ruff to return to open session. Roll Call vote: Mr. Danzinger – yes, Ms. McMillan Urell – yes, Mr. Weiss – yes, Mr. Ruff – yes and Mr. Nelson – yes. Motion Carried.

Review/Discussion – Land Use Committee Chair Report: Chair Mr. Weiss indicated that he had nothing additional to report.

Review/Discussion – Land Information Council Committee Chair Report: Mr. Ruff had nothing additional to report.

Public Comments Not Relate to Agenda Items:

Next Meeting: The next meeting of the Land Use Committee is scheduled for March 5, 2020 at 9:00 a.m. A Public Hearing will be held prior to the regular meeting on the Land Division Ordinance.

Adjourned: Ms. McMillan Urell made a motion to adjourn seconded by Mr. Nelson. Roll Call Vote – Mr. Weiss – yes, Ms. McMillan Urell – yes, Mr. Danzinger – yes, Mr. Nelson – yes and Mr. Ruff – yes. Motion Carried.

Respectfully submitted,

Sonya J. Hansen
Recording Secretary