

ADAMS COUNTY
PLANNING & DEVELOPMENT COMMITTEE
MEETING MINUTES: January 6, 2010
Room A231

Chairman Glenn Licitar called the Adams County Planning & Development Committee meeting to order at 8:59 A.M. The following members were present: Joanne Sumpter, Vice-Chair; Terry James, Secretary; Sylvia Breene Mike Keckeisen, Kevin Bork and Joe Stuchlak. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Greg Rhinehart, Surveyor; Larry Babcock and Fran Dehmlow, Supervisors and Al Sebastiani, County Board Chair, Was this meeting properly announced? Phil McLaughlin stated that it was. Roll call.

Mike Keckeisen made a motion to deviate from the agenda and proceed to item #14 & #15 of the agenda concerning closed session, to accommodate the supervisors present. Discussion followed. Mr. Keckeisen amended his motion to deviate from the agenda to include the Surveyor's Report prior to items #14 & #15. Sylvia Breene seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of December to the Committee for review and approval. Terry James made a motion to approve the Surveyor's report as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried.

At 9:10 Joanne Sumpter made a motion to convene in closed session per §19.85(1) (c), Wis. Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or evaluate performance of County Zoning Administrator. Discuss Committee action/union response regarding Building Inspector probation period extension. Joe Stuchlak seconded the motion. Roll Call Vote: 7 – Yes. Motion carried.

Mike Keckeisen made a motion to recess. Joe Stuchlak seconded the motion. All in favor. Motion carried. Recessed at 10:51 A.M. The Committee reconvened into closed session at 11:01 A.M.

At 11:15 A.M. Terry James made a motion to reconvene in open session per §19.85(2), Wis. Stats., to consider and/or vote on appropriate matters. Mike Keckeisen seconded the motion. All in favor. Motion carried.

The Committee instructed Cathy Allen to put closed session on the March Agenda regarding Committee discussion with Building Inspector. Cathy will also provide the Committee with a copy of a letter Planning & Zoning sent to Mobile/Manufactured Home Park owners in November 2009.

Phil McLaughlin presented the minutes from the December 1, 2009 Public Hearing Minutes and December 2, 2009 Planning & Development meeting to the Committee for review and approval. Terry James made a motion to approve the minutes as presented. Joe Stuchlak seconded the motion. All in favor. Motion carried

Department updates. Mr. McLaughlin informed the Committee that the Department of Commerce is conducting an audit of the Planning & Zoning Department's erosion and sediment control program and general Uniform Dwelling Code enforcement/administration procedures, as part of an overall effort to facilitate more consistent statewide code enforcement. Discussion was held regarding certifications for department inspectors.

Discussion was held regarding charging a minimum fee for Public Hearing expenses in situations where the fee is requested to be waived. Terry James requested that this be put on the February agenda for possible action.

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Phil McLaughlin presented the Financial Report for the month of November and the Comp Time Report to the Committee for review. Terry James made a motion to approve the Financial Report with corrections and the Comp Time Report as presented. Mike Keckeisen seconded the motion. All in favor. Motion carried.

Correspondence: Discussion was held regarding an e-mail Mr. McLaughlin received regarding a Central & Southern District meeting in which Gregg Breese from the DNR was to be a speaker. Mr. McLaughlin informed the Committee that as of January 1, 2010 all Town Comprehensive Plans are in effect and will need to be a factor in decisions made during public hearing requests.

Mike Keckeisen made a motion to adjourn until February 3, 2010. Terry James seconded the motion. All in favor. Motion carried.

ADJOURNED: 12: 00 P.M.

Glenn Licitar, Chair

Joanne Sumpter, Vice-Chair

Terry James, Secretary

Joe Stuchlak

Sylvia Breene

Mike Keckeisen

Kevin Bork

Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.