

## **PLANNING & DEVELOPMENT COMMITTEE MEETING**

DATE: July 6, 2009

TIME: 9:00 a.m.

PLACE: Room A231

**Present:** All members were present.

**Call to Order:** Chair Licitar called the meeting to order at 9:02 a.m.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by Sumpter and seconded by Stuchlak to approve the agenda. Motion passed unanimously.

**Approval of Minutes:** Motion by Sumpter and seconded by Stuchlak to approve the minutes from the June 8<sup>th</sup> Planning & Development Committee Meeting. Motion passed unanimously.

**Register of Deeds:** Helgeson informed the committee that there is a possible timeshare coming to Adams County. Helgeson reported that she will be out starting August 4<sup>th</sup> due to knee surgery and also shared positive feedback on the internet site for Land Information.

**Easton Update:** Murphy gave a brief update.

**Wildlife Abatement and Claims Program:** No Report

**WDNR:** No Report

**NRCS:** Carlton Peterson reported that they are still moving through the EQIP process with the applicants, including 5 from Adams County.

**Central Wisconsin Windshed Partners:** No meeting

**NCLWCA:** No Report

**RC&D Golden Sands:** No Report. Next meeting is July 16<sup>th</sup>.

**USDA:** Colby reported on June 9<sup>th</sup> meeting.

**Hydro Research Status:** Murphy reported that he had a meeting with Randy Mueller of Steinbine. They toured the dams and Mueller determined that due to their structures, Steinbine's technology may not be well-suited for the Tri-Lakes dams. Randy Mueller took blue prints back to their engineer to look over, but he said it's not looking favorable. Stuchlak researched into other companies to find that most are focusing on research & development.

**Big Spring Restoration Project:** Murphy reported. The bid invitation has been sent out and noticed in the paper.

**Watershed Activities:** Murphy explained that Adams County utilizes the watershed advisory

groups to help create projects in the county, mostly with an educational emphasis. Don Fornasiere offered updates on the 14-Mile Creek activities. Murphy informed the committee that the Big Roche-A-Cri Watershed Advisory Group is focusing on aquatic & terrestrial invasive species education by placing posters & mailing out an informational flyer to all the watershed residents. Murphy also shared that the Duck Creek Watershed Advisory Group is focusing on groundwater education with a Groundwater Workshop coming up at the end of July. A flyer is also being mailed to the Duck Creek residents about the workshop. Murphy stated that there are no other active watershed projects at this time.

**Arrowhead Dam Stability Summary:** Arrowhead Lake Association has reviewed Ayres Associates summary & recommendations. Murphy suggested discussing the recommendations further at a future meeting and inviting Chris Goodwin from Ayres Associates for the purpose of including any recommendations in the 2010 budget.

**Agricultural Concerns:** Murphy informed the committee that Jay Hammerly has spring water entering his manure storage pit. Mark Steinfest, NRCS Area Civil Engineering Technician, is investigating the situation to determine the cause of the problem. The committee decided to wait for the report from Steinfest before continuing the discussion.

**Lake Level Monitors:** Murphy informed the committee that the monitors need to be recalibrated every 3 months due to satellite drift. It was determined that LWCD could state this information on the County website to avoid any confusion or panic while the recalibration & adjustments are taking place.

**Fair Booth:** Stuchlak informed the committee that it would be \$60 for a booth and that Jim Grabarski said they would most likely be taking applications until August 1<sup>st</sup>. Murphy said the booth could focus on both water quality & Shoreland Protection Ordinance education. Motion by James and seconded by Sumpter to move forward with a booth at the 2009 Adams County Fair. Motion passed unanimously.

**Recording Meetings:** James requested that each meeting be recorded for future reference if needed. Keckeisen suggested the county invest in digital recorders instead of tape recorders to be able to utilize the recordings on the website, e-mail, or put on a disk for distribution. Motion by James and seconded by Keckeisen to record meetings starting in August, and suggest getting digital recorders to keep in each meeting room. Motion passed unanimously.

**Department Head Evaluations:** James shared the idea of a closed session department head evaluation 1 or 2 times per year, while also giving the department heads time to give the committee input. Murphy suggested bringing the idea to the Ad Hoc committee to try and make it a uniform policy in the County. Motion by James and seconded by Stuchlak to have an annual department head evaluation in December or January and suggest making it a countywide policy. Motion passed unanimously.

**Staff Reports:** Discussion occurred.

**Cost-Sharing Contracts:** None

**Travel & Training requests:** None

**Communications:** Murphy reported that things came out great in terms of the State Budget. He shared an invitation to a Gasification educational event with the committee. LWCD has received 2 Shoreland Protection Maintenance Agreements so far – Robb Kahl and Richard Matzke, but no word from P&Z if they've been approved or not.

**Financial Report:** None

**August Items:**

- Discuss Lake Level Monitors
- Arrowhead Dam in regards to Ski Team
- Easton Bid Opening
- Report on Hammerly's Animal Waste Storage System

Motion by Keckeisen and seconded by Stuchlak to take a short recess at 10:47 a.m. Motion passed unanimously.

Chair Licitar called the meeting back to order at 10:56 a.m.

**Closed Session:** Motion by Sumpter and seconded by Stuchlak at 10:57 a.m. to move into 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 Conservation Engineering Technician position. Motion by Sumpter and seconded by Breene reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried at 11:36 a.m. Motion by James and seconded by Stuchlak to repost the Conservation Engineering Technician position.

**Next meeting:**

Regular Meeting – Monday, August 10 at 8:15 a.m.

Motion by Colby and seconded by Stuchlak to adjourn at 11:37 a.m. Motion passed unanimously.

---

Submitted by:  
Glenn Licitar  
Planning & Development Committee Chair

---

Minutes taken by:  
Mandy Brownell  
Conservation Clerk