

BUFFALO COUNTY MINUTES

Committee of the Board: Land Use Committee

Date of the Meeting: July 23, 2021

Chair Mr. Max Weiss called the meeting to order at 9:00 a.m. in the third-floor board room, Buffalo County Courthouse Alma, Wisconsin.

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

**Others Present for All or Parts of the Meeting:** Ms. Sonya Hansen, Mr. Michael Owecke, Ms. Anissa Glaus, Mr. Briar Golden, Ms. Tina Anibas, Mr. Stephen Schiffli, Chief Deputy Lee Engfer, Mr. Ron Jaspersen, Mr. Nels Anderson, and Town of Canton Chair Tony Poeschel.

**Review/Discussion/Action-Minutes from previous Meeting** - Motion was made by Ms. Mary Anne McMillan Urell to approve the minutes from the prior meeting seconded by Mr. David Danzinger. Motion carried.

**Review/Discussion/Action- Town of Canton Re-Monumentation Project** - Chair Tony Poeschel from the Town of Canton addressed the committee to discuss a re-monumenting plan and process between the Town of Canton and the County. He indicated that the Town would like to know what the Town's fiscal expectations from the County would be as he stated that the Town would need to spread those costs out over several years and may need assistance from the County to meet those financial expectations. The committee discussed potential use of CAPX2020 funding to be used in addition to grant funding. Mr. Poeschel also asked for a timeline and letter of commitment from the County as leadership in the Town and the County change over time. No action was taken.

**Review/Discussion/Action- Support/Collaboration with City Municipalities on Digital Zoning/ Land Use Maps-** Michael Owecke stated that he was contacted by a consultant for Fountain City about potentially having digital zoning maps for the city created and stored by the County. If the County is agreeable, they have asked for the cost that the County would charge Fountain City in providing these services. Michael Owecke inquired as to whether this is something that we would want to offer to all municipalities through our Land information Office. Mr. David Danzinger made a motion to offer this service to any municipality in the county, seconded by Ms. Mary Anne McMillan Urell. Motion Carried.

**Review/Discussion/Action- Request for Assistance from the City of Fountain City on Digital Zoning/ Land Maps-** Mr. Michael Owecke explained again that Fountain City is looking for a cost from the County to host their digital storage and creation of the maps. Mr. Dwight Ruff made a motion seconded by Ms. Mary Anne McMillan Urell for Ms. Sonya Hansen and Mr. Nels Anderson to establish a rate to provide to Fountain City based on time and cost. Motion Carried.

**Review/Discussion Zoning Administrator Monthly Report-** Mr. Michael Owecke explained that he submitted the Shoreland Protection Ordinance to DNR for review and that should be back in a couple weeks for review by the County. Mr. Michael Owecke also stated that he received an application for a Non-Metallic Mine and that will be coming to the committee for review before it can go to the Board of Adjustments.

Mr. Michael Owecke also informed the committee of three abandoned buildings that the Town of Gilmanton has requested that the Zoning Department assist with enforcement and compliance of the County Zoning Ordinance based on their present condition. He has notified of the owners of non-compliance and will keep the committee informed.

**Review/Discussion- Land Information Department Proposed Restructure-** Ms. Sonya Hansen stated that with the current resignation of the Land Conservationist, it is the responsibility of the committees to look at options to create potential efficiencies. Some of the goals of the restructure discussion included better coordination of land use activities, cross training of staff, and ESRI coordination. A copy of the proposed Land Information Restructure Plan was distributed. No action was taken by the committee at this time. It was the consensus of the Committee to continue discussion and exploration of a restructure plan.

**Review/Discussion- Certified Survey Map Process & Updates-** Mr. Ron Jasperson gave a brief update on the CSM process. He indicated that they had run into a situation where both he and the Zoning Administrator were out of the office causing a delay in the approval process. He indicated they have made changes to the process to avoid this issue in the future. No action required of the committee.

**Review/Discussion – Surveyor’s Monthly Report -** Surveyor Ron Jasperson indicated that 99% of the field work is completed in the Town of Belvidere. He completed 8 corners in the month of May. He will be working on the tie sheets and anticipates the project being completed within a couple of months at an additional cost between \$25,000 to \$30,000.

**Review/Discussion/Action – Re-monumentation Project Updates –** Ms. Sonya Hansen provided a proposed draft a letter to be sent to the Town of Milton to prepare for the next town to be re-monumented after the Town of Belvidere is completed. Mr. Ron Jasperson indicated that he thought that he would be starting with the Town of Milton in the Fall of 2021 with a potential completion date of 2023. The committee could then consider working with the Town of Canton in 2024. A motion was made by Mr. David Danzinger seconded by Ms. Mary Anne McMillan Urell to send the proposed letter to the Town of Milton. Motion Carried.

**Review/Discussion –** Mr. Nels Anderson reported as follows:

- He met with most of the Departments to develop an understanding of their GIS needs and integration of GIS services for efficiencies.
- He worked with Panda Consulting to get an understanding of the Parcel Mapping system and GIS. He indicated that this system is operating well.

- Finished maps for the Land Conservation Department for their Bluff Prairie tours, maps for Zoning, maps for the Sheriff's patrol cars, and created Fountain City Road maps.
- Fixed plotter issues.
- Reviewed the Agricultural Enterprise Petition and created draft lines for the Town of Montana.
- Worked with Land Conservation and NRCS to understand tools needed for their programs and provided some training on GIS layers. Will work with Land Conservation Department staff for better efficiency in program and software utilization and will look into automation of tasks.
- Worked on the Rose and Garden Valley Watershed projects.
- Worked with Land Conservation on the MSU Grant for data collection and reporting.
- Working on data management system and cleaning up data to be able to share and allow departmental editing of on-line data with departments and the public using County Enterprise GIS portal and County ArcGIS Online applications.

**Review/Discussion – Redistricting Update - Ms.** Sonya Hansen indicated that the Governor vetoed Assembly Bill 369 that would allow county and municipal governments to delay redrawing county supervisory district plans and ward boundaries until after the 2022 spring election cycle. She stated that this means we will need to work on very tight timelines with the towns and municipalities to accomplish this task as it needs to be completed before papers are distributed for the upcoming spring elections. She will be working with the County Clerk but wanted this committee to be aware of this action as it may require the assistance from the GIS department. She stated that this will be discussed further at the upcoming Committee of the Board meeting on Monday, July 26<sup>th</sup>.

**Review/Discussion – Committee Chair Report** – The Chair indicated he had nothing additional to report at this time.

**Review/Discussion – Department Manager Report** – Ms. Sonya Hansen informed the committee that the Land Conservation and Ag and Extension Committee had recommended the appointment of Mr. Nels Anderson as the Interim Land Conservationist and that he accepted the additional responsibilities. She indicated that she would be working with him to cover these duties and responsibilities during the recruitment process.

**Review/Discussion/Action – Next Meeting Date and Time** – The next meeting was scheduled for September 17, 2021, at 9:00 a.m.

**Public Comment Not Related to Agenda Items** – There was no public comment.

The meeting was adjourned at 11:02 a.m. upon motion of Mr. David Danzinger seconded by Mr. Dwight Ruff. Motion Carried.

Respectfully submitted,

Sonya J. Hansen, Recording Secretary