

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
Monday, July 21, 2025

July 21, 2025: Committee Meeting, Virtual Onsite and Public Hearing

Meeting called to order at 8:30 a.m., by Chairman Hoyt Strandberg. Committee members in attendance were Ed Chamberlain, Jerry Schmidt, and Dale Hoff. Others present were Cody Brommerich, County Surveyor; Joe Pilkington, County GIS Coordinator/911; April Riley, Real Property Lister; Jonathan Hemp, Zoning Administrator; Dustin McCune, POWTS Technician; Jeffrey White, Land Use Specialist; Brittany Knudtson, Zoning and Land Information Assistant.

Next Meeting Date: Monday August 18, 2025 at 8:30 a.m.

A motion by Ed Chamberlain, to approve the June 16, 2025 minutes, seconded by Dale Hoff. Motion carried unanimously.

A motion by Ed Chamberlain, to approve the vouchers for payment, seconded by Dale Hoff. Motion carried unanimously.

CSM EASEMENT REVIEW:

None.

SURVEYOR'S REPORT, Cody Brommerich:

- *We are continuing our PLSS remonumentation efforts in the field.*
- *Drafting Government Land Corner Certificates (tie sheets) from completed PLSS corners.*
- *Reviewed Certified Survey Maps (CSM) for compliance with state statute and Chapter 18, Jackson County Subdivision and Platting Ordinance. Filed additional surveys in County Surveyors office.*
- *Received and completed requests from private land surveyors for PLSS corner work for their upcoming private land surveys.*
- *Entered and indexed County Survey Records (CSR), Certified Survey Maps (CSM), and Vertical File (VF) surveys into ProWest online survey search application.*
- *Answered questions and conducted research internally and externally from the public, realtors, private land surveyors, title companies, etc. regarding land boundaries, easements, aerial imagery, LiDAR, land divisions, and more.*
- *Budget time is here. I've began working on the Land Information Department's 2026 budget.*
- *I purchased all of the yearly software and hardware updates for our survey equipment.*
- *I've began the planning process for our 2026 countywide orthoimagery (aerial imagery) flight. My goal is to achieve countywide 3" imagery. Currently, we have countywide 6" with 3" buy-ups in certain municipalities (City of Black River Falls, Village of Taylor, Town of Brockway). The cost for countywide 3" will be approximately \$180,000.*

Future Conferences/ Meetings:

Wisconsin County Surveyors Association (WCSA) Board of Directors Meeting (8/1) – Wisconsin Rapids, WI

REAL PROPERTY LISTER REPORT, April Riley:

Accomplishments:

- *Attended Broadband Workgroup meeting*
- *Helped the zoning dept talk with vendor ProWest to use tax roll data to auto-update ownership and mailing addresses nightly*
- *Worked with Catalis/LandNav to remove our "WHAM" (Workflow History and Messages) notes from our public facing website.*
- *Worked on updating the tax roll with 2025 transfers.*

Future Trainings/Meetings:

- *None planned.*

Upcoming Plans:

- *Catch-up on property ownership transfers for 2025.*
- *Begin working on property ownership changes for 2026.*

Points of Interest:

- *None*

Discussion and action regarding a request from Jackson County to waive the standard \$1,000.00 road name change fee for Old Hwy 54 in the Town of Brockway:

A motion by Ed Chamberlain, to approve waiving the standard \$1,000.00 fee for road name change fee, seconded by Jerry Schmidt. Motion carried unanimously.

GIS/911 REPORT, Joe Pilkington:

1. *The Land Information Department collaborated with the Town of Brockway to officially extend Mission Road by renaming a 0.03-mile segment of Old Highway 54 existing south of Mission Rd, improving roadway continuity and reducing dispatch-related confusion.*
 - *Old Highway 54 Rd – Albion*
 - *Old Highway 54 – City Point*
 - *Old Highway 54 – Komensky*
 - *Old 54 Rd – Brockway*
2. *The GIS/911 Data Coordinator worked in partnership with the Wisconsin Department of Natural Resources (WDNR) to assign addressing to 15 wildlife natural areas, including the development of new rural address points, coordination of address sign installation, and integration of the sites into the county's 911 dispatch mapping system to improve emergency response capabilities:*
 - a. *Battle Point Flowage*
 - b. *Big Bear Flowage*
 - c. *Black Duck Flowage*
 - d. *Funmaker Flowage*
 - e. *Little Bear Flowage*
 - f. *Little Thunder Flowage*
 - g. *Lower Wilson Marsh Flowage*
 - h. *Mallard Flowage*
 - i. *Partridge Crop Flowage*
 - j. *Staffon Flowage*
 - k. *Tanner Flowage*
 - l. *Weber Flowage*
 - m. *White Tail Flowage*
 - n. *Wildcat Flowage*
 - o. *Wilson Marsh Flowage*

3. *After coordination with Central IT, the Spillman Flex CAD mapping interface has been restored to full functionality. The root cause of the issue was traced to firewall rules that were inadvertently blocking necessary network traffic between the Flex CAD client and the map service host. Once the appropriate firewall exceptions were configured to allow communication on the required ports, the map successfully reestablished connectivity and allowed publishing of map services for 911.*
4. *Wisconsin counties are required by Wisconsin State Statute §5.15(4)(br)1 to submit ward level Geographic Information System (GIS) data to the Legislative Technology Services Bureau (LTSB) twice a year. The second data collection began Monday, July 07, 2025. Jackson County Ward GIS data was prepared and submitted to the LTSB on Wednesday, July 09, 2025, fulfilling our statutory requirements.*
5. *Continuing to respond to numerous requests from Jackson County Dispatch to enhance the GIS data supporting the CAD system.*

The GIS Division received multiple reports regarding slow rendering performance within the CAD map interface. To address this, the Spillman Flex map configuration was optimized by segmenting content across multiple map services, each assigned a specific role—such as basemap, labeling, and operational layers. This separation by function and data complexity allows the system to prioritize lightweight services for faster initial display, while heavier, detail-rich layers load in the background. This modular architecture reduces rendering latency, lowers system resource demands, and improves overall user experience within the Flex CAD environment.

6. *The GIS team collaborated with the City of Black River Falls to develop a Sex Offender Residency Exclusion Zone map, incorporating municipal ordinance buffers and statutory distance restrictions using GIS spatial analysis. This map aids in enforcement and compliance with local residency requirements. Additionally, the GIS Division is actively working with the Black River Falls EMS agency to design and produce an updated response map tailored to their operational needs, which includes custom layers for jurisdictional boundaries, access points, and emergency response zones to improve situational awareness and deployment efficiency.*
7. *The GIS/911 Data Coordinator worked in partnership with the Ho-Chunk Nation PD and Division of Realty to amend their jurisdictional response boundary to include new trust land.*

ZONING REPORT, Jonathan Hemp:

- *Soil Test on-site evaluations*
- *Septic Installation Inspections*
- *Travel Trailer Permit Registrations*
- *Land Use Permits (23 this month)*
- *POWTS pumping notices all rounds sent out, 2nd round reminders mailed as well*
- *Working w/ Corporation Counsel on bringing non-compliance issues into compliance*
- *Chapter 16 & Chapter 20 updates approved by WDNR*
- *BOA hearing on 7/15*

- 2026 Budget packets received
- Recycling:
 - Sold a load of cardboard June 26
 - Both balers serviced
 - Liberty Tire picked up 35.1 Tons of recycled tires from the Hwy Shop

OLD BUSINESS:

- None

A recess was called at 9:04 a.m. until 9:30 a.m. by Ed Chamberlain, seconded by Dale Hoff.

Public Hearing called to order at 9:30 a.m. by Hoyt Strandberg.

COMMUNICATIONS AND PUBLIC COMMENT:

#2025-20: Neighbors voiced their concerns regarding the approval of the Conditional Use Permit for a truck/semi rental in their neighborhood. The Committee heard their concerns, asked questions and answered them accordingly.

#2025-21: No public comment.

A motion by Jerry Schmidt, to close public comment, seconded by Ed Chamberlain. Motion carried unanimously.

NEW BUSINESS:

- **CONDITIONAL USE REQUEST #2025-20** as requested by Jaime Property Management LLC, on property located in the NE1/4-SW1/4, Section 02, T21N, R04W, Town of Adams, Jackson County, WI; 002-0015.0000. The request is to operate a truck/semi trailer parking lot rental in the B2(Outlying Business) District.

Town Supports.

A motion by Ed Chamberlain, to deny CONDITIONAL USE REQUEST #2025-20 for Jaime Property Management LLC, seconded by Dale Hoff. Motion carried roll call vote 4 present aye.

- **CONDITIONAL USE REQUEST #2025-21** as requested by Peter and Kristi Scharl, on property located in the SW1/4-SW1/4, Section 02, T22N, R03W, Town of Komensky, Jackson County, WI; 030-0582.0000. The request is to operate a short-term rental in the R2(Residential) District.

Town Supports.

A motion by Ed Chamberlain, to approve CONDITIONAL USE REQUEST #2025-21 for Peter and Kristi Scharl, seconded by Hoyt Strandberg. Motion carried roll call vote 4 present aye.

A motion by Ed Chamberlain, to adjourn the meeting, seconded by Hoyt Strandberg. Motion carried. Meeting adjourned at 10:19 a.m.