

MINUTES
JACKSON COUNTY ZONING & LAND INFORMATION COMMITTEE
February 21,2022

February 21, 2022, 2022: Committee Meeting, Virtual Onsite and Public Hearing

Meeting called to order at 8:30 A.M., by Chairman Hoyt Strandberg. Committee members in attendance are Hoyt Strandberg, Garth Rolbiecki and Alton Staff. The Board members that were absent, Norm Stoker and Ed Chamberlain. Others present were Cody Brommerich, County Surveyor; April Schoolcraft, Real Property Lister; Joe Pilkington, GIS Coordinator; Jason Gazdecki, Zoning Administrator; and Beth Storlie, Zoning Assistant.

Next Meeting Date: Monday, March 21, 2022 at 8:30 a.m.

A Motion by Alton Staff, to approve the December 20, 2021 minutes as presented, seconded by Garth Rolbecki. Motion carried.

A Motion by Alton Staff, to approve the vouchers for payment, seconded by Hoyt Strandberg. Motion carried unanimously.

CSM Easement Reviews: None

Closed Session

Moved to adjourn to closed session pursuant to s. 19.85 (1) (c) and 19.85 (1) (g) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility by Alton Staff seconded by Garth Rolbiecki. All in Favor Hoyt Strandberg yes, Alton Staff yes, Garth Rolbiecki yes. Motion carried at 8:30AM.

Returned to open meeting at 9:15AM

Discussion and consideration of the vehicle bids submitted for Jackson County Surveyor's Office.

- Sent Bid packs out to 10 to 12 dealers.
- Due to shipping and production and limitations dealers are not able to bid out new trucks at this time. Only one bid was submitted for a used truck for \$51,040.00 from Pischke Motors for 2021 Ram 2500 truck with 7,000 miles.
- Budget approved for 47,500.0
- Cody would like to keep the current vehicle 2009 Silverado until late spring and then place it on an auction sale to offset the budget shortfall.
- Alton Staff questioned the warranty length.
- Per Cody Brommerich, they are working on getting a bid on a topper and will also need to build a rack for equipment.

- Alton Staff made a motion to purchase Ram 2500 2021 with stipulation on the balance of the sale of the 2009 Silverado to offset the purchase, and Garth Rolbecki. 2nd the motion carried. Motion carried.

SURVEYOR'S REPORT, Cody Brommerich:

- Technical problems with the recorder, there was a delayed start following the closed session. Recording began at 9:25AM again.
- Drafting Government Land Corner Certificates from completed PLSS corners.
- We are continuing remonumentation efforts in the Town of Franklin.
- We completed PLSS corner requests from private land surveyors for their upcoming private surveys.
- We completed a job for the Forestry Department in City Point to determine whether a forestry road was on county land or private land. We also completed an encroachment survey for the Forestry Department in Knapp. We marked $\frac{3}{4}$ miles of line showing encroachments from neighboring landowner.
- I have completed 62 static GPS observations in preparation for the modernized National Spatial Reference System. This control survey consists of gathering accurate and precise GPS data on Bench Marks throughout the County including HARN stations, HMOD (Height Modernization Stations), NGS stations, and many more. This data is crucial for the 2022 Transformation Tool, which will enable conversions from current vertical datums to the North American-Pacific Geopotential Datum of 2022 (NAPGD2022) and will be integrated into the NGS Coordinate Conversion and Transformation Tool (NCAT). Each station occupied must be observed with GPS for a minimum of 4 hours. This is a very important project for the County, and we successfully observed every HARN and HMOD station in the entire County. The rest of the year I will identify any large gaps in coverage, and work with NGS and WISDOT to correct those.
- 2022 Countywide LiDAR Acquisition Project Update. Jim Giglierano with the DOA reached out to each participating county for further financial information. I emailed him back all the information they need. From here the DOA will be working with USGS to set up final contract paperwork.
- 2023 Wisconsin Regional Orthoimagery Consortium Project Update. We are planned to acquire updated aerial imagery in the spring of 2023. Zach Nienow, Senior Project Manager with Ayres, reached out to all counties and notified us there will be a WROC kick-off meeting at 10am on May 4th. New information sheets with ortho options and updated not-to-exceed unit pricing will be revealed at the meeting.
- I attended the Wisconsin Society of Land Surveyors Annual Institute (1/26-1/28) in Wisconsin Dells to fulfill my continuing education credits required for my surveyor license. I was also appointed to the Board of Directors for WSLs for the 3rd year.
- 2022 WLIP grants (education, base budget, strategic initiative) were approved from DOA. Base budget grant funds will be distributed by April 30, and strategic initiative funds will be distributed by June 30.

Future Conferences / Meetings:

Wisconsin Land Information Association Annual Conference (2/22-2/25) – Elkhart Lake, WI

REAL PROPERTY LISTER REPORT, April Schoolcraft:

Accomplishments:

- Continued preparing the assessment workbooks (assessment roll records for the beginning of the year) and start-up reports for assessors. The municipalities which are complete are as follows:
 - City of BRF
 - Town of Adams
 - Town of Knapp
 - Town of Manchester
 - Village of Merrilan

- Attended Town Hall meeting for Brockway 01/12/22 to discuss the intent of the County 911 Coordinator taking over the address assignment responsibility within the sanitary district; in the past the Clerk/Treasurer would assign city-style numbers within the sanitary district. County Ordinance Chapter 6

Upcoming Plans:

- Preparing for the spring assessment rolls for this year.
- Continue fielding phone calls and servicing our office window for the public.
- Attend broadband workgroup meetings as needed.

Points of Interest:

- None
- *Assisted the County Treasurer and Municipal Treasurers and Clerks with questions regarding the Statement of Taxes, and assisting to find updated addresses for property owners to resend tax bills.*

Future Trainings/Meetings:

- *Annual WLIA Conference in late February at Elkhart Lake.*

Upcoming Plans:

- *Preparing for the spring assessment rolls for this year.*
- *Continue fielding phone calls and servicing our office window for the public.*
- *Attend broadband workgroup meetings as needed.*

Points of Interest:

- *Town of Knapp contracted with a new assessor, Jeff Markham of Midwest Appraisal Service.*

DISCUSSION AND CONSIDERATION OF WI STATS 59.54 (4) FOR ADDRESSING AUTHORITY:

- Town of Brockway feels understood and will take over addressing within the Sanitary District.

GIS/911 REPORT, Joe Pilkington: none

NEW BUSINESS:

PUBLIC HEARING BEGAN AT 9:30 A.M. WITH VIRTUAL SITE VISITS FOR ZONE CHANGE PETITIONS, AND CONDITIONAL USE REQUESTS

PUBLIC HEARINGS:

Due to the COVID-19, the Zoning and Land Information Committee waived the petitioner requirement to be in attendance in person at this month's public hearing. The committee encouraged the petitioners to participate by teleconference or video conferencing in lieu of attending in person. Virtual site visits were reviewed.

☐ **ZONE CHANGE PETITION # 2022-04** as requested by Olson Brothers Cranberry Co., owners and William & Karyl Franklin, applicants on property known as Lot 1 of CSM 4355 located in the SW1/4-SE1/4, Section 27, T20N, R1W, Town of Knapp, Jackson County, WI. The request is to change 2.0 acres of the Official Zoning Map from the A-2 (Forestry and Limited Agriculture) District to the R-2 (Residential) District for the construction of a single-family home.

- Motion made to approve by Alton Staff and second by Garth Rolbiecki. Motion carried all in favor.

☐ **ZONE CHANGE PETITION # 2022-05** as requested by Hidden Valley Two LLC, owners and Thomas Haddican, applicant on property located in the SE1/4-SE1/4, Section 30, T23N, R5W, Town of Garden Valley, Jackson County, WI. The request is to change 5.0 acres of the Official Zoning Map from the A-1 (Agriculture) District to the R-3 (Cabin/Cottage) District for the construction of a recreational structure with living quarters.

- Per Jason Gazdecki Jackson County Zoning has not received the township position.
- Motion made to approve by Alton Staff and second by Garth Rolbiecki. Motion carried with stipulation of towns approval.

DISCUSSION AND CONSIDERATION FOR BEGINNING THE HIRING PROCESS FOR THE ZONING AND LAND INFORMATION ASSISTANTS POSITION.

- Hoyt Strandberg gave verbal approval authorization.
- Motion to approve and continue the hiring process for the Zoning and Land Information Assistant by Alton staff and seconded by Garth Rolbiecki. Motion carried. All in favor.

DISCUSSION AND CONSIDERATION OF REPAIRS FOR THE LOADING DOCK AT THE JACKSON COUNTY RECYCLING CENTER:

- Per Jason Gazdecki Simonson Construction feels 2 of the 3 bays can be repaired 1 is too far gone to repair.
- \$6355.00 to repair 2 of the 3 bays
- Motion made by Alton staff to approve the bid for repairs to 2 of the 3 loading dock bays of the Recycling Center by Simonson Construction, seconded by Garth Rolbiecki. Motion carried. All in favor.

ZONING REPORT, Jason Gazdecki:

- Beth accepted new position, and wished her well.
- Committee policy has been to notify neighbors of any requests with 300ft of a request. Requesting temporary suspension of this policy until new staff is hired. Committee agrees to suspend and use discretion for sending notices out.
- Comp plan update beginning in May w/MRPPC.
- Recycling appliance round up set to take place in April 2022.

OLD BUSINESS:

DISCUSSION AND CONSIDERATION OF CONDITIONAL USE PERMIT #2021-01 FOR GREGORY ANDLAURIE ADAMS REGARDING STIPULATIONS OF APPROVAL FOR SHORT-TERM RENTAL WITHIN THER-1 (RESIDENTIAL) DISTRICT.:

- Conditional use permit. the town ship requests annual review. Checked with sheriffs Dept, there was no noise complaints only a fire smoke detector going off. Motion approved for one year and then review by Alton staff and seconded by Garth Rolbiecki. Motion carried.

ADJURN:

- Motion made to adjourn at 10:00AM by Alton Staff and seconded by Garth Rolbiecki. Motion carried.