

ADAMS COUNTY BOARD OF SUPERVISORS MONTHLY MEETING MINUTES  
ADAMS COUNTY BOARD ROOM, April 15, 2008 1:00 p.m.

The Adams County Board of Supervisors meeting was called to order by County Clerk Phillippi at 1:03 p.m.

County Clerk Phillippi certified the newly elected officials.

Judge Pollex administered the Oath of Office.

**Roll Call of Supervisors:** Dist. #01-Glenn Licitar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joe Stuchlak; Dist. #08-Frances Dehmlow; Dist. #09-Pat Townsend; Dist. #10-Joanne Sumpter; Dist. #11-Gary Hartley; Dist. #12-Florence Johnson; Dist. #13-Michael Keckeisen; Dist. #14-Bev Ward; Dist. #15-David Renner; Dist. #16-John West; Dist. #17-Joyce Kirslenohr; Dist. #18-Terry James; Dist. #19-Karl Klingforth; Dist. #20-Cynthia Loken.

Motioned by Kotlowski/Sumpter to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Ward/Sumpter to adopt the Adams County Rules of the Board.

Motioned by West/Ward to strike on page 5, under line 46, time and place ~~7:00 p.m.~~, and insert 6:00 p.m. Motion carried by roll call vote 19 yes, 1 no. Voting no, Kirslenohr.

Motioned by Ward/West on page 12, line 12 under Administrative and Finance Committee Oversight to add: Administrative Coordinator in front of Director of Finance. Motion carried by roll call vote 20 yes.

Motioned by Keckeisen/Ward on page 21, under Public Works and Property Committee to strike:

## **PUBLIC WORKS COMMITTEE**

- A. **Membership.** The Public Works Committee shall be comprised of five (5) County Board Supervisors.
- B. **Oversight.** The Public Works Committee shall confer and have policy making responsibilities for the following: ~~Airport~~, Highway, Solid Waste, and ~~Fairgrounds~~.
- C. **Duties and Responsibilities.** Duties and responsibilities include, but are not limited to the following:
  1. Act as the Highway Commission pursuant to §83.015, Wisconsin Statutes.
  2. General policy making responsibility for the operations of the Solid Waste Department.
  3. Remain updated of changing legislation regarding waste disposal and recycling, and ensure County compliance.
  4. ~~Propose and approve contracts, leases, fees, expenditures or other agreements as necessary for the construction, improvement, equipment, maintenance, and operation of the Airport.~~
  5. ~~Review reports presented by the Airport Manager.~~
  6. ~~Together with the Highway Commissioner, oversee County Fairground buildings and grounds.~~

~~D. **Sub Committees, Boards, and Commissions.** The Public Works Committee shall be responsible for interaction, communication and recommendations to the County Board with respect to the Airport Commission and the Traffic Safety Commission.~~

~~1. **Airport Commission.**~~

~~a. **Membership.** The Airport Commission shall be comprised of two (2) County Board members from the Public Works Committee and three (3) members especially interested in aeronautics appointed by the County Board Chair.~~

~~b. **Duties and Responsibilities.** Pursuant to §114.14, Wisconsin Statutes, duties and responsibilities shall be as follows:~~

~~(1) The Airport Commission shall have complete and exclusive control and management over the airport as vested by the County.~~

~~(2) The commission shall provide a report to the Public Works Committee quarterly.~~

~~2. **Fairboard.**~~

~~a. **Membership.** The County Board Chair shall appoint one (1) County Board Supervisor that shall be a member from the Public Works Committee to the Fairboard as a liaison member.~~

~~b. **Duties and Responsibilities.** Attend Fairboard meetings as a nonvoting member to assist and ensure communication between the entities.~~

~~(1) The Fairboard shall provide a report to the Public Works Committee quarterly.~~

And insert under:

**PROPERTY COMMITTEE**

A. **Membership.** The Property Committee shall be comprised of five (5) members of the County Board for oversight of County owned property.

B. **Oversight.** The Property Committee shall confer and have policy making responsibilities as described below:

C. **Duties and Responsibilities.** Duties and responsibilities include but are not limited to the following:

1. To maintain and keep in repair all public buildings and personal property owned and operated by Adams County, to allocate departmental space in all county buildings among all departments, excluding buildings operated by the Solid Waste Department, the Highway Department, ~~the Airport, the Fairgrounds,~~ the Parks, and the Dams to ensure and monitor the proper operation and management of all county owned property, both real and personal.

2. To cause to be prepared by all department heads full and accurate inventories of all personal property owned by Adams County in each department no later than the 20<sup>th</sup> of January of each year and to cause the same to be filed in the office of the Administrative Coordinator. This committee shall see that such departments keep a perpetual inventory of the county-owned property, and the committee shall make at least annual inspections of such property, including the county jail. All county surplus property shall be listed with the Property Committee. County surplus materials will be sold at Practical Cents with 20% of sale to be retained by Practical Cents, 80% of all computer related sales to be returned to MIS department budget as revenue, 80% of all other property to be returned to the furniture carryover account. (per resolution #48-2006) The committee shall consider, review and recommend the acquisition, lease, rent or sale of any real or personal county property for public uses or purposes, as required by law, to the County Board for approval pursuant to §59.52(6) of the Wis Stats.

3. **PROPOSE AND APPROVE CONTRACTS, LEASES, FEES, EXPENDITURES OR OTHER AGREEMENTS AS NECESSARY FOR THE CONSTRUCTION, IMPROVEMENT, EQUIPMENT, MAINTENANCE, AND OPERATION OF THE AIRPORT.**

#### 4. REVIEW REPORTS PRESENTED BY THE AIRPORT MANAGER.

**SUB COMMITTEES, BOARDS, AND COMMISSIONS.** THE PUBLIC WORKS COMMITTEE SHALL BE RESPONSIBLE FOR INTERACTION, COMMUNICATION AND RECOMMENDATIONS TO THE COUNTY BOARD WITH RESPECT TO THE AIRPORT COMMISSION AND THE TRAFFIC SAFETY COMMISSION.

#### 2. AIRPORT COMMISSION.

- a. **MEMBERSHIP.** THE AIRPORT COMMISSION SHALL BE COMPRISED OF TWO (2) COUNTY BOARD MEMBERS FROM THE PUBLIC WORKS COMMITTEE AND THREE (3) MEMBERS ESPECIALLY INTERESTED IN AERONAUTICS APPOINTED BY THE COUNTY BOARD CHAIR.
- b. **DUTIES AND RESPONSIBILITIES.** PURSUANT TO §114.14, WISCONSIN STATUTES, DUTIES AND RESPONSIBILITIES SHALL BE AS FOLLOWS:
  - (3) THE AIRPORT COMMISSION SHALL HAVE COMPLETE AND EXCLUSIVE CONTROL AND MANAGEMENT OVER THE AIRPORT AS VESTED BY THE COUNTY.
  - (4) THE COMMISSION SHALL PROVIDE A REPORT TO THE PUBLIC WORKS COMMITTEE QUARTERLY.

#### 3. FAIRBOARD.

- A. **MEMBERSHIP.** THE COUNTY BOARD CHAIR SHALL APPOINT ONE (1) COUNTY BOARD SUPERVISOR THAT SHALL BE A MEMBER FROM THE PUBLIC WORKS COMMITTEE TO THE FAIRBOARD AS A LIAISON MEMBER.
- B. **DUTIES AND RESPONSIBILITIES.** ATTEND FAIRBOARD MEETINGS AS A NONVOTING MEMBER TO ASSIST AND ENSURE COMMUNICATION BETWEEN THE ENTITIES.  
(1) THE FAIRBOARD SHALL PROVIDE A REPORT TO THE PUBLIC WORKS COMMITTEE QUARTERLY.

Motion carried by roll call vote 16 yes, 4 no. Voting no Babcock, Loken, Renner, Townsend.

Motioned by Ward/Keckeisen under resolutions and ordinances on page 24, line 8 to insert Corporation Counsel after Director of Finance. Motion carried by roll call vote 20 yes.

Motion to adopt the County Board Rules as amended carried by roll call vote 19 yes, 1 no. Voting no, Dehmlow.

#### **Chairperson:**

County Clerk Phillippi opened nominations for Chairperson. Sebastiani and Loken were nominated. Sebastiani received 11 votes and Loken received 9 votes. Sebastiani was elected as Chairman.

#### **First Vice-Chair:**

Chairman Sebastiani asked for nominations for First-Chair. Renner, Ward and Loken were nominated. Renner received 8 votes, Ward received 8 votes, and Loken received 4 votes. A second vote was taken. Renner received 11 votes, Ward received 8 votes, and Loken received 1 vote. Renner was elected as First Vice-Chair.

#### **Second Vice-Chair:**

Chairman Sebastiani asked for nominations for Second-Chair. Loken and Ward were nominated. Loken received 12 votes, Ward received 8 votes. Loken was elected as Second Vice-Chair.

**Recess:** Motioned by Loken/Klingforth to recess at 1:50 p.m. Motion carried by unanimous voice vote.

**Reconvene:** Meeting reconvened at 2:05 p.m. with 20 present.

A petition was received on April 14, 2008 with 19 signatures regarding the discontinuation efforts to regulate Private Ponds and/or private lakes beyond the requirements of State Statutes, County, Town or Local Ordinance. This petition is on file in the County Clerk's Office.

The Administrative Coordinator/Director of Finance gave a report.

**Resolutions:**

**Res. #24:** Motioned by Keckeisen/Sumpter to adopt Res. #24 to increase dog license fees, effective July 1, 2008. Motioned by Dehmlow/James to postpone and allow Corporation Counsel to further research kennel and multiple dog tags. Motion to postpone Res. #24 carried by roll call vote 20 yes.

**Res. #25:** Motioned by Loken/Renner to adopt Res. #25 to offer the NACo Prescription Drug Card Program to the Citizens of Adams County. Motion to adopt Res. #25 carried by roll call vote 20 yes.

**Res. #26:** Motioned by Johnson/Keckeisen to adopt Res. #26 to create a non-lapsing account for Project Lifesaver. Motion to adopt Res. #26 carried by roll call vote 20 yes.

**Res. #27:** Motioned by West/Kotlowski to adopt Res. #27 to amend section 17.07 of the "Budgeting and Accounting Policies". Motion to adopt Res. #27 carried by roll call vote 20 yes.

~~**Res. #28:** To authorize the Administrative Coordinator/Director of Finance to act on behalf of Adams County to apply for a Wisconsin Department of Natural Resources Lake Protection Grant for the year 2009. Adams Land and Water Conservation Department will administer the grant and provide design assistance to landowners. The grant will provide financial assistance to landowners on Jordan Lake to install shoreland improvement practices to address water quality and soil erosion issues. PULLED FROM AGENDA.~~

**Res. #29:** Motioned by Renner/Klingforth to adopt Res. #29 to authorize the Administrative Coordinator/Director of Finance to act on behalf of Adams County to apply for a Wisconsin Department of Natural Resources Lake Protection Grant for the year 2009. Adams Land and Water Conservation Department will administer the grant and provide design assistance to landowners. The grant will provide financial assistance to landowners on Sherwood Lake to install shoreland improvement practices to address water quality and soil erosion. Motioned by Dehmlow/James to amend Res. #29 Intent & Synopsis sentence to read: Adams **COUNTY** Land and Water Conservation Department will administer the grant and provide design assistance to landowners, FISCAL NOTE to include the word **COUNTY** after Adams in the second sentence, to amend first WHEREAS: inserting **SHERWOOD STRIKING** ~~Parker~~ Lake and NOW, THEREFORE BE IT RESOLVED by the Adams County Board of Supervisors: to authorize the Administrative Coordinator/Director of Finance to submit an application to the Wisconsin Department of Natural Resources Lake Protection Grant Program **FOR YEAR 2009 FOR** the purpose of installing shoreland improvement practices on Sherwood Lake to address water quality and soil erosion issues and finally amending, BE IT FURTHER RESOLVED THAT Adams County will comply with **WISCONSIN** state rules for the program, and will meet the financial obligations under the grant. Motion to amend Res. #29 carried by roll call vote 20 yes. Motion to adopt amended Res. #29 carried by roll call vote 20 yes.

**Res. #30:** Motioned by Sumpter/Licitar to adopt Res. #30 to authorize the Administrative Coordinator/Director of Finance to act on behalf of Adams County to apply for a Wisconsin Department of Natural Resources Lake Protection Grant for the year 2009. Adams Land and Water Conservation Department will administer the grant and provide design assistance to landowners. The grant will

provide financial assistance to landowners on Parker Lake to install shoreland improvement practices to address water quality and soil erosion issues. Motioned by Dehmlow/West to amend Res. #30 Intent & Synopsis sentence to read: Adams **COUNTY** Land and Water Conservation Department will administer the grant and provide design assistance to landowners, FISCAL NOTE to include the word **COUNTY** after Adams in the second sentence, and NOW, THEREFORE BE IT RESOLVED by the Adams County Board of Supervisors: to authorize the Administrative Coordinator/Director of Finance to submit an application to the Wisconsin Department of Natural Resources Lake Protection Grant Program **FOR YEAR 2009 FOR** the purpose of installing shoreland improvement practices on Parker Lake to address water quality and soil erosion issues and finally amending, BE IT FURTHER RESOLVED THAT Adams County will comply with **WISCONSIN** state rules for the program, and will meet the financial obligations under the grant. Motion to amend Res. #30 carried by roll call vote 20 yes. Motion to adopt amended Res. #30 carried by roll call vote 20 yes.

**Res. #31:** Motioned by Johnson/Licitar to adopt Res. #31 to commit to fund highway department winter maintenance overdraft for 2008 at end of year. Motioned by Ward/Babcock to amend Res. #31 to strike in the FISCAL NOTE: ~~Approximately \$500,000~~ and insert in it's place: **100% OF OVERRUN FOR WINTER MAINTENANCE THROUGH DECEMBER 2008 BE.** Motion to amend Res. #31 carried by roll call vote 20 yes. Motion to adopt amended Res. #31 carried by roll call vote 19 yes, 1 no. Voting no Keckeisen.

**Res. #32:** Motioned by Renner/Klingforth to adopt Res. #32 to develop and maintain State funded and/or County sponsored ATV trails. Motioned by Kirslenlohr/Johnson to amend Res. #32 to strike from therefore be it resolved ~~budget a sum sufficient to complete the project, and.~~ Motion carried by roll call vote 20 yes. Motion to adopt Res. #32 carried by roll call vote 20 yes.

**Res. #33:** Motioned by Keckeisen/Sumpter to adopt Res. #33 to develop and maintain State funded and/or County sponsored snowmobile trails. Motioned by Kirslenlohr/Klingforth to amend Res. 33 to strike from therefore be it resolved ~~budget a sum sufficient to complete the project, and.~~ Motion to amend Res. #33 carried by roll call vote 20 yes. Motion to adopt amended Res. #33 carried by roll call vote 20 yes.

**Res. #34:** Motioned by Keckeisen/Licitar to adopt Res. #34 to complete construction of Petenwell Park, Adams County, Phase II Campground Expansion to accommodate overnight camping for outdoor motorized recreational trail users. Motion to adopt Res. #34 carried by roll call vote 19 yes, 1 no. Voting no, Morgan.

### **Ordinances:**

**Ord. #08:** Motioned by Hartley/Klingforth to enact Ord. #08 to rezone a parcel of land in the Town of Adams, owned by Scott Kotlowski, property (40 acres) located in part of the NE ¼, NW ¼, Section 25, Township 17 North, Range 5 East, at 1459 County Road F, changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #08 carried by roll call vote 20 yes.

**Ord. #09:** Motioned by Hartley/Licitar to enact Ord. #09 to rezone a portion of a parcel of land in the Town of Adams, owned by Antonio Tijerina, portion of property (1 acre) located in part of the NE 1/4, NE 1/4 , Section 12, Township 17 North, Range 5 East, Lot 4 of CSM #725, changed from a B-1 Rural Business District to R-1 Single Family Residential District. Motion to enact Ord. #09 carried by roll call vote 20 yes.

**Ord. #10:** Motioned by Loken/Hartley to enact Ord. #10 to rezone a portion of a parcel of land in the Town of Preston, owned by Central Wisconsin Community Action Council, LLC, located in the NE ¼, SW ¼, Section 32, Township 18 North, Range 6 East, Lot 1 of CSM #4118 on Czech Lane, changed

from a B-1 Rural Business District to an R-1 Single Family Residential District. Motioned by Johnson/Keckeisen to postpone until the April 24<sup>th</sup> meeting or later when the water test is complete or a plan is done. Motion to postpone carried by roll call vote 20 yes.

**Ord. #11:** Motioned by Keckeisen/Licitar to enact Ord. #11 Adams County Shoreland Protection Ordinance.

Motioned by Klingforth/Dehmlow to amend Ord. #11 Sections 8-3.01 (A) and 11-3.05 by striking and inserting as follows: (A) Hiking, fishing, trapping, hunting, swimming, boating and self-contained recreational vehicle camping {~~one (1)~~ **TWO (2)** camping units per parcel};

11-3.05 Recreational Uses including hiking, fishing, swimming, boating and self-contained recreational vehicle camping {~~one (1)~~ **TWO (2)** camping units per parcel}. Motion to amend Ord. #11 carried by roll call vote 19 yes, 1 no. Voting no, Keckeisen.

Motioned by James/Licitar to amend Ord. #11, Section 3-3.00 by inserting as follows:

**EXCEPTIONS: NOTE: RESIDENTIAL AND SECURITY FENCES ARE NOT PERMITTED IN WATER FRONT SETBACK AREAS.** Motion to amend Ord. #11 carried by roll call vote 19 yes, 1 no. Voting no Keckeisen.

Motioned by James/Sumpter to amend Ord. #11 Section 3-4.00 by including the following:

3-4.00 REDUCED BUILDING SETBACKS

**A SETBACK LESS THAN THE SETBACK REQUIRED FROM THE ORDINARY HIGH WATER MARK OR APPROPRIATE CLASS OF HIGHWAY MAY BE PERMITTED WHERE THERE ARE AT LEAST FIVE (5) EXISTING MAIN BUILDINGS WITHIN FIVE HUNDRED (500) FEET OF THE PROPOSED SITE THAT ARE BUILT TO LESS THAN THE REQUIRED SETBACK. IN SUCH CASE, THE SETBACK SHALL BE THE AVERAGE OF THE NEAREST MAIN BUILDING ON EACH SIDE OF THE PROPOSED SITE, OR IF THERE IS NO BUILDING ON ONE SIDE, THE AVERAGE OF THE SETBACK OF THE MAIN BUILDING ON ONE SIDE AND THE REQUIRED SETBACK. SUCH SETBACK RELIEF SHALL BE LIMITED TO A MAXIMUM OF TEN (10) FEET.**

And striking the following:

~~(A) Setback Reduction. A reduced minimum setback may be allowed for a new, reconstructed, replaced or relocated principal residential structure if all of the following conditions are satisfied:~~

- ~~1. The lot does not have a compliant building location which meets the required minimum setback of seventy five (75) feet from the ordinary high water mark, due to unique property features.~~
- ~~2. The depth of the structure, from the structure's water ward side to its landward side, is no more than thirty (30) feet.~~
- ~~3. The lot is a legal lot of record that complied with the applicable lot size standards in effect at the time that the lot was recorded at the Register of Deeds office.~~
- ~~4. The minimum setback shall be minimally reduced to create a compliant building location and may not be less than fifty (50) feet from the ordinary high water mark.~~
- ~~5. Soil disturbance and vegetation removal activities do not encroach into the primary shoreland buffer.~~

and striking

~~(B)~~ and making it **(A) Variance.** Any other setback reduction may only be permitted by the Board of Adjustment according to Section 13-5.01 (4) of this ordinance.

Motion to amend Ord. #11 carried by roll call vote 18 yes, 2 no. Voting no Keckeisen, Stuchlak.

Motioned by Loken/Kotlowski to amend Ord. #11, Section 6-2.01 to read as follows:

In any district, permitted structures and uses are allowed on any legal lot of record in the Adams County Register of Deeds Office before the effective date or amendment of this Ordinance, provided requirements of all other applicable ordinances are met. Such lot or parcel shall be in separate ownership from abutting lands. If in separate ownership, all the district requirements shall be complied with insofar as practical.

**NOTE: AFTER APRIL 2008, THE EFFECTIVE DATE OF THIS REVISION, ALL LOTS OR PARCELS CREATED SHALL NOT BE LESS THAN THE FOLLOWING:**

(A) Lot width: Average minimum: 75 ft.

(B) Lot area: Minimum excluding access strips: 20,000 sq. ft.

Motion to amend Ord. #11, Section 6-2.01 carried by roll call vote 19 yes, 1 no. Voting Keckeisen.

Motioned by West/Renner to amend Ord. #11, 11-6.00 (C) 2. to read as follows:

2. Minimum lot area: **20,000 SQ. FT.**, ~~None~~, but sufficient area to meet all district **AND PROPOSED USE** requirements.

Motion to amend Ord. #11 carried by roll 19 yes, 1 no. Voting no, Keckeisen.

Motion to enact amended Ord. #11 carried by roll call vote 17 yes, 3 no. Voting no, Keckeisen, Morgan, Stuchlak.

Motioned by Kotlowski/Dehmlow to approve claims. Motion carried by unanimous voice vote.

Motioned by Renner/Townsend to approve per diem and mileage. Motion carried by unanimous voice vote.

Motioned by Johnson/Sumpter to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set regular meeting date for April 24, 2008 at 6:00 p.m.

Motioned by Johnson/West to adjourn at 5:07 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi,  
Adams County Clerk