

**Richland County  
Land & Zoning Standing Committee  
Meeting Minutes  
January 3, 2023**

The January 3, 2023, Land & Zoning Standing Committee meeting was called to order 3:00 p.m. by Chair Melissa Luck. Present were Julie Fleming, Linda Gentes, Melissa Luck, Dan McGuire, Steve Carrow, David Turk via Webex, Aaron Halverson, John Couey, Clinton Langreck, Robert Grimm, Jim Barnett, Don Stanke, Audrey Oliver, Jeff Nigl, Mike Bindl, and Cathy Cooper.

Linda Gentes asked to have agenda item 6 removed. Julie Fleming moved to approve the agenda with Item 6 deleted and proof of notification. Seconded by Steve Carrow. Motion carried.

Chair Melissa Luck asked for any corrections or amendments to the November 28, 2022 minutes, motion made by Julie Fleming to approve the minutes as sent out, second made by Steve Carrow. Motion carried.

**Action Items:**

**#5 Zoning Petitions**

5a. Oliver petition- Audrey Oliver was there to ask to rezone 2.01 acres from Ag/Forestry to R2. Others present were Robert Grimm, Don Stanke and Jim Barnett. Looking at the parcel and the quit claim deed Mr. Stanke gave to Ms. Oliver, there is a discrepancy on property lines. It looks like some of the land in the quit claim deed is actually Mr. Grimm's land. The Land and Zoning Committee decided to postpone a decision on the rezoning until the property line issue is resolved.

5b. Nigl petition- Jeff Nigl was there to have 4.79 acres of land that he and his wife own in Marshall township rezoned from Ag/Residential to Ag/Forestry. They have owned the land next to this parcel for many years. The cabin that was on this property has burned down and they have no plans on building anything on this parcel. Linda Gentes moved to rezone the parcel from Ag/Residential to Ag/Forestry. Seconded by Julie Fleming. Motion carried.

**#6- Deleted**

#7 Short Term rentals; Melissa Luck has gone through a lot of the information and wants the committee to come prepared to the next meeting and secede if they want to do something via ordinance or resolution. Steve Carrow said he is interested in doing it via ordinance. Currently it is done via a Conditional Use Permit. Aaron Halverson feels that the Conditional Use Permit is too high at \$500. Maybe something lower. Melissa said the committee needs to come with ideas on what conditions they would like to see either in the CUP or ordinance.

#8 2023 meeting dates; Mike presented a listing of meeting dates for the 2023 year. He has to have 10 working days between the Land and Zoning meeting and County Board. Some of the 1<sup>st</sup> Mondays also fall on holidays. Mike wanted to get the dates set now and then the committee know when to be there.

#9 Dark Skies- Nothing new on this topic. Melissa asked Steve Carrow to bring back the gentleman that spoke before on the subject. Steve also said he would bring back information on what other counties are doing.

#10 Soil and Water cost-share contract- Cathy explained how the cost-sharing from the state works. As policy, the Land Conservation Committee has approved all of the cost share contracts. She presented 3 contracts from the 2022 year that need approvals. The money from these contracts will be carried over to the 2023 year. Steve Carrow moved to approve the Tom Troyer machinery crossing contract for

\$2171.64, Tom Munz well abandonment contract for \$877.80 and Gary Epping well abandonment for \$1405.78. Seconded by Julie Fleming. Motion carried.

#11 Surveyor Contract- Mike presented the surveyor contract with Driftless Area Land Surveying LLC. For 2023 and 2024, Steve questioned having it go out for bids. Mike said the last time they had no one but Driftless bid. It is for \$85.00 per hour for 2 hours a month. After discussion Linda Gentes moved to approve the contract. Seconded by Julie Fleming. Motion carried. The committee discussed that for the 2025- 2026 contract should go out for bids.

#12- Seventh committee member. Melissa discussed the current issue with the 7<sup>th</sup> committee member. According to State Statute 92 the Chair of the Farm Service Committee is a member of the Land Conservation Committee. There are some issues currently that the Farm Service Agency will not allow the chair of the FSA committee to serve on the Land Conservation Committee as the FSA representative. They can serve as a citizen member as long as they are not designated the FSA rep. Cathy is going to check with FSA to see if one of the committee members would be interested in serving as a citizen member. Clinton is going to check with Corporation Council about it too.

#13 GIS/Sanitation position Contract- Melissa and Clinton are trying to get an RFP written for a contract. Clinton has talked with Sauk County about how they do things. It sounds like it is in house. One of the issues is there is no clear process on how data gets from one department to another. The committee asked Clinton and Mike about extending the current contract with MSA through February. Melissa wants the committee to watch the video from the September 29, 2022 meeting and make a decision at the February meeting.

#14 Zoning Technician position– Jacki is leaving and going to be the Deputy Treasurer. This leaves the Zoning office without a sanitarian. Mike is suggesting that the position should be reclassified as the Assistant Zoning Administrator/Sanitarian. Clinton said that a new position description should be written and then it should be sent to Carlson/Dettmann for review. Once that is done, then it needs to go to Finance and Personnel for approval. Linda Gentes moved to proceed with reclassification of the position pending Carlson/Dettman and Finance & Personnel reclassification of the position. Seconded by Steve Carrow. Motion carried.

#15 Public Comment- None

#16- Future Agenda Items- Melissa would like well testing and the 2022 Land and Water Resource Management plan on the agenda

#17 Linda Gentes moved to enter into closed session. Seconded by Julie Fleming. Voice vote. Motion carried unanimously

#18 Steve Carrow moved to return to open session. Seconded by Linda Gentes. Voice Vote. Motion carried.

#19 Adjournment – Moved by Steve Carrow to adjourn until February 6, 2023 at 3:00. Seconded made by Julie Fleming. Voice vote. Motion carried.

Respectfully submitted,

*Cathy Cooper*

Cathy Cooper  
Secretary pro temp

Land & Zoning Secretary