

Richland County Natural Resources Standing Committee

July 1, 2024

The Richland County Natural Resources Standing Committee convened on Monday, July 1, 2024 in person and virtually at 9:30 AM in the County Boardroom of the Richland County Courthouse.

Call To Order: Committee Chair Carrow called the meeting to order at 9:30 AM.

Roll Call: Clerk Kalish conducted roll call. Committee members present: Carrow, McKee, Hendricks, Gill, Woodhouse, Fleming (arrived at 9:33 AM), and Brookens. Committee member(s) absent: none.

Verification Of Open Meetings Law Compliance: Clerk Kalish confirmed the meeting had been properly noticed.

Approval Of Agenda: Motion by Gill second by Brookens to approve agenda. Motion carried and agenda declared approved.

Approval Of Minutes From June 3, 2024 Meeting: Motion by Brookens second by Gill to approve June 3, 2024 minutes. Motion carried and the June 3, 2024 minutes declared approved.

Public Comment: None present for Public Comment.

Zoning Administrator Report: LTE Zoning Administrator Matthew Albright reviewed the number and type of permit issued thus far in 2026 and noted that new software for permitting was launched. New Zoning Administrator Katrina Salewski stated she was reviewing sanitary permitting processes and zoning ordinances to familiarize herself with county operations and that she would be taking the POWTS and Certified Soil Tester exams in July and August.

County Conservationist Report: County Conservationist Cathy Cooper noted farmland preservation certificates were being updated and monitored, departmental budget and address points were being reviewed, rip rap projects were underway, and water quality training activities were being completed.

UW-Extension Report: Area Extension Director Adam Hady provided brief overview of department staffing and the progress of various departmental projects. Sarah Kubiak, the new Human Development and Relations Educator introduced herself to the committee.

Zoning Petitions – Schmucker: LTE Zoning Administrator Albright reviewed petition. Motion by McKee second by Fleming to approve petition. Motion carried and Schmucker petition declared approved and forwarded to County Board for full approval.

Zoning Petitions – Sebranek: LTE Zoning Administrator Albright reviewed petition. Motion by Gill second by Fleming to approve petition. Motion carried and Sebranek petition declared approved and forwarded to County Board for full approval.

Discussion & Possible Action – Short-Term Rental Ordinance: Committee Chair Carrow provided brief background and history on ordinance creation. Supervisor Fleming asked if Attorney Windle had the opportunity to review the ordinance and Committee Chair Carrow stated he did and that the current version is legally sound. Committee Chair Carrow asked how a certificate would be created and LTE

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Zoning Administrator Albright and County Conservationist Cooper answered by stating there are many examples to choose from and the process of obtain a certificate would be similar to that of permitting. LTE Zoning Administrator Albright noted that the county would need to determine whether or not it would function as agent or if the duties would be performed at the state level. Administrator Pesch state another public information session would be valuable for public input on overall ordinance. Committee Chair Carrow agreed and noted it should be looked into for the future. No further action taken on this item at the meeting.

Correspondence: None.

Future Agenda Items:

Discussion & Possible Action: Ag-Forest/Residential Zoning Ordinance Requirements

Discussion & Possible Action: Establishment Of Agent For Short-Term Rentals

Discussion & Possible Action: Short-Term Rental Ordinance

Adjourn: Motion by Fleming second by Gill to adjourn. Motion carried and meeting adjourned at 10:11 AM.



Derek S. Kalish
County Clerk