



# POLK COUNTY, WISCONSIN

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## \*AMENDED

### AGENDA AND NOTICE OF MEETING

#### ENVIRONMENTAL SERVICES COMMITTEE

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810

County Board Room

Wednesday, December 7<sup>th</sup>, 2016 at 9:00 a.m.

A quorum of the County Board may be present

**Materials:** November 16<sup>th</sup>, 2016 minutes

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|-------|--|---|
| 9:00  | 1. Call to order   |   |
|       | A. Approval of agenda  |   |
|       | B. Approval of minutes for November 16 <sup>th</sup> , 2016 minutes  |   |
| 9:05  | 2. Public comment (3 minutes)  |   |
|       | 3. Announcements and committee information   | Dana Frey                               |
| 9:10  | 4. Discussion and Recommendation Items:  |   |
|       | A. Development of Revised Duties & Responsibilities of Governing Committees.   | Dana Frey                               |
|       | B. Development and Adoption of 2017 Committee Work Plan  |   |
|       | C. Recommendation on Space Usage of County Facilities by Economic Development Corporation  | Supervisor Olson                        |
| 9:40  | D. Develop Recommendations Concerning Subdivision Ordinance  | Sara McCurdy, Land Information Director |
|       | E. Update and Briefing on After the Fact Fee Provision of Comprehensive Land Use Ordinance/Shoreland Protection Zoning Ordinance   |   |
| 10:00 | F. Review Functional Areas Assigned to the Committee: Land Information; Land and Water Department; UWEX; Register of Deeds; Lime Quarry; and Buildings, Forests & Solid Waste, Parks | Chair O'Connell                         |
|       | G. *Discuss Frozen ground ATV usage on Gandy Dancer Trail  |   |
|       | H. *Review Fair Grandstand Structural  |   |
|       | I. *Discuss Road Access to St. Croix Falls Dog Park  |   |
| 10:30 | 5. Identification of Subject Matters for Upcoming Meetings   |   |
|       | 6. Adjourn   |   |

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This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.



**MINUTES**

**Environmental Services Committee**  
 Government Center County Board Room  
 Balsam Lake, WI 54810  
 9:00 a.m. Wednesday, November 16<sup>th</sup>, 2016

**Meeting called to order by Chairman O’Connell @ 9:06 AM.**

**Members present**

Attendee Name	Title	Status
Kim O’Connell	Chair	Present
Craig Moriak	Vice Chair	Present
Warren Nelson	Supervisor	Present
Brad Olson	Supervisor	Present
Jim Edgell	Supervisor	Present
Dale Wood	FSA Rep	Present

Also present Maggie Wickre, Finance Director, Andrea Jerrick, Deputy Administrator, Jeff Fuge, Corporation Counsel, Jeremy Koslowski, County Forest Administrator/Parks Assistant, Parks and Buildings, and Paul Heimstead, WI DNR Liaison Forester.

**Approval of Agenda-** Chairman O’Connell called for a motion to approve the agenda. **Motion** (Edgell/Nelson) to approve agenda. **Motion** carried by unanimous vote.

**Approval of Minutes** – Chairman called for a motion to approve the minutes of the November 2<sup>nd</sup>, 2016 meeting. **Motion** (Olson/ Wood) to approve the minutes. **Motion** carried by unanimous vote.

**Public Comment:** None.

**New Business:**

Mr. Fuge discussed the redraft on the revisions to Policy 10 (Duties & Responsibilities of Governing Committees). Fuge went over the roles and responsibilities of the committee.

Dr. Marci Armstrong, Kathy Kienholz and Mary Bruckner from the Arnell Humane Society provided handouts of the financial information and animal intake of Arnell. Discussion followed to determine the need to increase the Polk County Dog Licenses. This matter will be referred to the Polk County Administrator to evaluate the impact of the license increase with a request that he develop analysis on this plan to be reviewed by the Environmental Service Committee.

Mr. Koslowski went over the 2017 Polk County Forest Annual Work Plan joined by Paul Heimstead **Motion** (Moriak/Nelson) to move 2017 Work Plan on to County Board. Motion carried by unanimous vote.

Future Items: Next meeting December 7<sup>th</sup>, 2016. Repeat items A, B, C, and D. Frozen ground ATV usage on Gandy Dancer Trail, Fair Grandstand Structural Review, and Road Access to St. Croix Falls Dog Park.

**Motion** (Olson/ Wood) to adjourn. Meeting adjourned at 11:26 a.m.



## MINUTES

### Environmental Services Committee

Government Center County Board Room

Balsam Lake, WI 54810

9:00 a.m. Wednesday, December 7<sup>th</sup>, 2016

**Meeting called to order by Chairman O'Connell @ 9:01 AM.**

#### Members present

Attendee Name	Title	Status
Kim O'Connell	Chair	Present
Craig Moriak	Vice Chair	Present
Warren Nelson	Supervisor	Absent
Brad Olson	Supervisor	Present
Jim Edgell	Supervisor	Present
Dale Wood	FSA Rep	Present

Also present were Tammy Peterson, Executive Assistant, Dana Frey, County Administrator, Andrea Jerrick, Deputy County Administrator/Employee Relations Director and Jeff Fuge, Corporation Counsel

**Approval of Agenda-** Chairman O'Connell called for a motion to approve the amended agenda. **Motion** (Edgell/Wood) to approve amended agenda. **Motion** carried by unanimous vote.

**Approval of Minutes** – Chairman called for a motion to approve the minutes of the November 16<sup>th</sup>, 2016 meeting. **Motion** (Moriak/ Olson) to approve the minutes. **Motion** carried by unanimous vote.

**Public Comment:** William Johnson from Frederic provided a handout and spoke on the 2016 State Trail pass totals. Jamie Wood from Clayton spoke on issues concerning trail maintenance. Bill Zager from Amery discussed trail improvements of trail and presented an appreciation plaque that was given to the Friends of the Stower Seven lakes State Trail. Todd Miller, president of snowmobile club, discussed the definition in the Master Plan on frozen versus winter ground. Carrie Melin Swenson and Ted Johnson spoke on the grandstand at fairgrounds.

#### New Business:

Chair O'Connell asked Mr. Frey for announcements and committee information. Nothing at this time.

Dana provided several handouts such as: 2017 Work Plan with potential issues, overall organization General code, and subchapters on committees, boards and commissions. Mr. Frey spoke on the draft Revised Duties & Responsibilities of Governing Committees, the adoption of 2017 Committee Work Plan and the need for work plan development.

Steve Healy, Economic Development requested options on space usage in County facilities for Economic Development Corporation. The committee requested Deb Peterson see what options are available and to provide this information for their next meeting. Also addressing the issue were Brian Elmwood, Corporation Chair, and Supervisor Chris Nelson.

Jason Kjeseth, Land information provided a handout and discussed change to the Chapter 18 Subdivision Ordinance. Also present was Sara McCurdy who answered questions and provided clarifications. The committee will read through the ordinance changes and discuss at the next meeting.

Sara and Jason gave an update and briefing on the after the fact fee provision of the Comprehensive Land Use Ordinance/Shore land Protection Zoning Ordinance. Jason stated there have been complaints on the after the fact fee of \$500.00. The committee requested that Jason bring back information at the next meeting.

Chair O'Connell requested to have item F: Review Functional Areas Assigned to the Committee: Land Information; Land and Water Department; UWEX; Register of Deeds; Lime Quarry; and Buildings, Forests & Solid Waste, Parks to remain on agendas so the committee can discuss if needed. Dana requested this be limited to supervisors' reports as at County Board meetings but will speak to Jeff Fuge and look for different wording.

Chair O'Connell requested Jeremy Kowalski speak on the parks ordinance in regards to frozen ground ATV usage on Gandy Dancer Trail. Jeremy stated the Parks ordinance doesn't define frozen and winter. Supervisor Edgell handed out the Proposed Gandy Dancer Trail Polk County Segment Master Plan and spoke on it. The committee requested Jeremy to look at Burnett County ordinance and do an amendment to define winter use. The committee also requested this information at the December 21<sup>st</sup> meeting so it can be brought to the January County Board meeting.

Dana provided hand out and went over the SEH letter and study of the fair grandstand structural evaluation with committee. Dana recommended look at all fairgrounds needs and options. FSA representative and Fair Board president Dale Wood spoke on the fairground

issues. The committee requested the Fair Board and Deb Peterson meet and bring back information to January meeting.

Dana stated he had spoken to Jeff Fuge on the dog park road access. Dana recommended adding this item to the next agenda so he can provide more information to the committee.

Future Items: Next meeting December 21<sup>st</sup>, 2016. Repeat items A, B, D, E, F, G, H and I.

**Motion** (Olson/ Edgell) to adjourn. Meeting adjourned at 12:09 p.m.