

**Richland County  
Land & Zoning Standing Committee  
Meeting Minutes  
April 1, 2024**

The April 1, 2024, Land & Zoning Standing Committee meeting was called to order 3:03 p.m. by Chair Melissa Luck in the County Board Room of the Richland County Courthouse. Present were Julie Fleming, Dan McGuire and Linda Gentes. Steve Carrow was present via Webex. Also present were Matthew Albright, Cathy Cooper, Derrick Warner Brian McGraw, Aaron Ewing and Sue Trigs. Katrina Salewski was present via Webex.

#2 & #3 Proof of Notification and Agenda Approval- Julie Fleming moved to approve the agenda and proof of notification. Seconded by Linda Gentes. All said aye. Motion carried.

#4 Approval of March 4 and March 25, 2024 Minutes- Julie Fleming moved to approve the minutes of the March 4, 2024 meeting and the March 25, 2024 meeting. Seconded by Linda Gentes. All said aye. Motion carried.

#5a Berghorn petition- This parcel in Akan township is a non-conforming parcel which is being rezoned to R-1. It has been approved by the township and the Board of Adjustments. Julie Fleming moved to approve rezoning this non-conforming parcel in Akan township to Residential 1. Seconded by Dan McGuire. Motion carried.

#5b Ewing petition- Aaron Ewing was present. They are buying approximately 3.5 acres from his parents to build a house. It has been approved by the town board. Linda Gentes moved to approve rezoning 3.5 acres in Dayton Township from Ag/forestry to Residential 1. Seconded by Julie Fleming. All said aye. Motion carried.

#5c Winchell/Breiniger petition- Lucas Winchell has applied for a non-metallic mining permit to run a sandstone quarry on the Brian Breininger property off of County Highway Y in Eagle township. The mine would have 3 acres open. Lucas has submitted a reclamation plan for the mine. Derrick Warner has reviewed it. The committee asked Eagle Town Board Chair, Brian McGraw, if this had been approved by the town board and if the board had any stipulations. Mr. McGraw said that the town board had approved the permit. The only stipulation is that Mr. Winchell plant a conifer tree barrier around the mine to reduce noise. The committee asked if the highway commissioner had any concerns with the added dump truck traffic on County Y. Derrick hadn't received any information about that from the Highway Commissioner. Melissa luck moved to table the decision on the permit until the May 6, 2024 meeting to collect more information. Seconded by Julie Fleming. All said aye. Motion carried. This item will appear on the next agenda.

#6 Catalis data transfer & #7 hiring summer interns- Matt Albright and Barb Scott met with Catalis about the data transfer. The biggest concern for Catalis is the attachments. Their suggestion is to manually enter the attachments. Matt Albright said there is extra money in the budget because the county has not had a full-time Zoning Administrator. Matt Albright will talk with the County Administrator about

hiring an intern for the summer to start the process of manually entering the attachments.

#8 Short-term rental- The updated draft was in the packet. Melissa Luck had forwarded it on to Corporation Counsel for his review.

#9 DATCP agent- It was decided to let the new committee discuss and look into this. It was also suggested to have someone from DATCP come to a meeting to discuss the details.

#10a Schwanz contract- Julie Fleming moved to approve the cost-share contract with Schwanz for streambank protection of \$6725.30. Seconded by Dan McGuire. All said aye. Motion carried.

#10b Knoble contract- Julie Fleming moved to approve both contracts for Loren Knoble for streambank protection for \$6160.00 on the land he rents and \$7000.00 on the land he owns. Seconded by Linda Gentes. All said aye. Motion approved.

#10c Fuchs contract- Linda Gentes moved to approve a contract with Laverne Fuchs for a grade stabilization for \$6860.00. Seconded by Julie Fleming. All said aye. Motion carried.

#10d Veal contract- Julie Fleming moved to approve a contract with Boyd Veal to properly abandon a well for \$1575.00. Seconded by Linda Gentes. All said aye. Motion approved.

#11 2024 Work plan- Cathy Cooper presented the 2024 work plan for the Land Conservation Department. The committee would like to see what was accomplished in the 2023 work plan. Cathy Cooper will present it at the next meeting.

#12 Ash Creek Community Forest- Cathy Cooper is waiting for some information from Steve Williamson on the property.

#13 Zoning Administrator report-Matt Albright had Katrina Salewski, the new Zoning Administrator, introduce herself. Katrina Salewski and Cathy Cooper have both applied to take the POWTS inspector test and the Soil Tester exam. Matt Albright report on the status with Catalis program. The address points are ready to go. There is a little left to do to transfer the sanitary permits and the Land use permits should be ready next week. The Zoning Department has sent out the 3-year septic maintenance reports. The DSPS completed an audit of the 2023 sanitary permits. They had a few suggestions but the county passed. Mat Albright reported that there has been 1 violation, 1 sanitary permit and 13 land use permits since the March 4<sup>th</sup> meeting.

#14 County Conservationist report- Cathy Cooper reported that she, Kori Roger and Derrick Warner attended the Wisconsin Land and Water Conference in Green Bay in March. They each learned a lot. The tree sale is going well. There are still some trees left. Cathy Cooper hopes to pick up the trees the week of April 22<sup>nd</sup> and distribute them on April 25<sup>th</sup> and 26<sup>th</sup>. Melissa Luck suggested that if there are any trees left that they maybe could be planted at Ash Creek Community Forest.

#15 Public Input- There was no public input.

#16- Future agenda items- Winchell/Breninger petition, Catalis update, hiring summer intern and 2023 work plan update, short term rental ordinance, DATCP discussion

#17 Adjournment- Cathy Cooper suggested that at the reorganizing meeting on May 6<sup>th</sup>, the new committee may want to look into changing the start time of the meeting. Julie Fleming moved to approve adjourning until May 6, 2024 at 3:00 pm. Seconded by Linda Gentes. All said aye. Meeting adjourned at 4:10 pm

Respectfully submitted,

*Cathy Cooper*

Cathy Cooper  
Secretary pro temp  
Land & Zoning Secretary