

**Minutes of Land Use, Parks and Environment Committee**  
**Tuesday, May 6, 2008**

Chair Ruf called the meeting to order at 8:35 a.m. and led the committee in the Pledge of Allegiance.

**Committee Present:** Supervisors Fritz Ruf, Janel Brandtjen, Robert Hutton (left at 10:45 a.m.), James Jeskewitz, Walter Kolb (arrived at 8:38 a.m.), Ted Rolfs (arrived at 8:50 a.m.), Gilbert Yerke.

**Also Present:** Financial Analyst Bill Duckwitz, Planning Manager Dick Mace, Legislative Policy Advisor Mark Mader, Director of Parks and Land Use Dale Shaver, Environmental Health Manager George Morris, Office Services Coordinator Windy Jicha.

**Nomination and Election of Vice Chair and Committee Secretary**

MOTION: Jeskewitz moved, Brandtjen second, to approve Walter Kolb as the Vice Chair of the Land Use Committee. Motion carried 5-0.

MOTION: Ruf moved, Hutton second, to approve Jim Jeskewitz as the Land Use Committee Secretary. Motion carried 5-0.

**Discuss Committee Duties and Responsibilities as Contained in the Code of Ordinances**

Mader said it is the duty of the committee to ask questions that will allow them to explain what is going on to neighbors and resident within the land use context. This is the only committee that reviews some land use ordinances so questions need to be asked.

Kolb arrived at 8:38 am

Mader said the privilege of the floor is rarely given to staff at county board meetings so it is up to the committee to defend their decision on ordinances and resolutions. The decisions made by this committee last a lifetime. They make big decisions that are not easily changed. There needs to be a majority of seven or a quorum present for a meeting to begin so please call the committee secretary or the chair if you are unable to attend. It is good to get approval from this committee if you want to attend other meetings. Items will be placed on the agenda by the chair but other items can be added to an agenda by majority rule. This committee monitors several budgets in policy including Parks and Land Use and Register of Deeds along with smaller responsibilities enumerated in the materials mailed to committee members.

Supervisor Rolfs arrived at 8:50 a.m.

**Executive Committee Report of May 5, 2008**

Ruf said the committee had an intense discussion of IT projects including dispatch software.

**Introduction of Land Use, Parks and Environment Departmental Staff and Overview of Department**

Dale Shaver, Director of Parks and Land Use, has worked for Waukesha County for 21 years including nine as the director. He explained there are seven divisions within the department which include Enterprise Operations, Environmental Health, Land Information System, Land Resources, Park System, and Planning and Zoning Divisions. The department budget is \$20 million with \$14 million in revenues. There are 193 FTEs with 112 positions qualifying as true full time. The other 81 FTEs consist of approximately 400 people filling part-time parks and seasonal positions.

Shaver said the Park and Planning commission was formed in 1954 per state law as a quasi, public citizen-elected officials body fulfilling the need for a zoning agency in the county. Because many land use issues take time to understand, members are appointed by the county executive to serve staggered, seven-year terms that cover such items as conditional uses, rezoning, preparation/amendments to the county development plan, park related issues, etc. The statute also allows a park board and they advise on park related issues.

Shaver said the key issues the committee will deal with this year are the county development plan, future of the MRF and the SEWRPC regional Water Supply Plan. The county development plan was developed in 1997 and has been refined by amendments every year since. The 2008 amendments are done. A comprehensive amendment to the land use plan is being worked on so the plan will be compliant with smart growth laws. He expects the committee to review the plan during the summer of 2008. The committee will soon tour the MRF facility and learn more about the intricacies of the collection process. It is anticipated the SEWRPC regional water supply plan will be done in October 2008. This is the first time this plan is done in Wisconsin. It is truly ground breaking. The alternatives analysis being done may affect the county development plan.

George Morris, an employee of Waukesha County for more than 40 years, is the manager of Environmental Health Division. He said the Division is divided into two sections. Supervisor Mike Radomski oversees the section of the division that monitors private wells including well installation, groundwater protection, unapproved water sources and bacteriological testing. They are also responsible for private sewage system including soil testing, filter alternatives, inspection, septic tank inspection and septic tank maintenance. Supervisor Steve Korthof supervises the licensing of public establishments, lead poison program and rabies control/humane. The Licensing Program issued 1,791 licenses in 2007 in addition to inspecting restaurants, hotel and motel, public pools and retail food sites. The Hazardous Materials Program does lab analysis, tank removal, sampling, fuel tank compliance and hazardous waste disposal. The Environmental Program provides information on radon, rabies, lead, etc. The Division also oversees the humane officer program and works in partnership with HAWS as needed.

#### **Discuss and Consider Appointment to the Silver Lake Management District**

MOTION: Kolb moved, Jeskewitz second, to approve the appointment of Bonnie Morris to the Silver Lake Management District. Motion carried 7-0.

#### **Introduction of Land Use, Parks and Environment Departmental Staff and Overview of Department**

The Manager of Planning and Zoning Division, Dick Mace, has been a Waukesha County employee for 41 years, 11 months. He explained the Division is split into two areas: zoning and shoreland/floodland code supervised by senior planner Sandy Scherer; and development review and community assistance supervised by Senior Planner Jason Fruth. The Planning and Zoning Division oversees the Waukesha County Development Plan, subdivision and certified survey map reviews, community assistance, zoning code, shoreland and floodland code, Park and Planning Commission and Board of Adjustment. Supervisor Hutton left at 10:45 a.m.

#### **Future Meeting Dates**

- May 20, 2008
- June 3, 2008
- June 17, 2008

MOTION: Rolfs moved, Yerke second, to adjourn the meeting at 11:04 a.m. Motion carried 5-0.

Respectfully submitted,

Jim Jeskewitz  
Secretary