

**DODGE COUNTY LAND RESOURCES AND PARKS COMMITTEE
MINUTES
March 13, 2023**

The Dodge County Land Resources and Parks Committee met on Monday, March 13, 2023 at 7:00 p.m. on the 1st Floor of the Administration Building, Juneau, Wisconsin.

Call to Order: Chair Mary Bobholz called the meeting to order at 7:00 PM.

Members present: Mary Bobholz, Dale Macheel, Donna Maly, Benjamin Priesgen and Dan Siegmann.

Other County Board members in attendance requesting a per diem: **None**

Staff present: Bill Ehlenbeck - Director, Joseph Giebel – Manager of Code Administration, Jason Roy, Park Supervisor.

Others present: County Board Chairman – David Frohling, County Administrator – Cameron Clapper, Members of the public for the public hearings.

The Chairman asked the staff to confirm compliance with the open meeting laws and the public hearing notice requirements. Mr. Giebel noted that the meeting was properly noticed in accord with the open meeting law and noted that the required notices for the public hearings listed on the agenda were posted, mailed and published in accord with the statute and code requirements.

The minutes from the February 27, 2023 meeting were reviewed by the Committee.

Motion by Donna Maly to approve the minutes as written.

Second by Mary Bobholz Vote: 4-0 (Dan Siegmann – Not present) Motion carried.

The hearing procedures were read into the record.

PUBLIC HEARING

Bob and Joyce Peirick , agent for Reinhard Wille – Request to rezone approximately 14-acres of land from the A-1 Prime Agricultural Zoning District to the A-2 General Agricultural Zoning District to allow for the creation of a non-farm residential lot at this location. The site is located in part of the SE ¼ of the NW ¼, Section 4, Town of Lebanon, the site address being N2330 County Road R.

Motion by Dan Siegmann to submit a favorable recommendation on the request to rezone approximately 14-acres of land from the A-1 Prime Agricultural Zoning District to the A-2 General Agricultural Zoning District to allow for the creation of a non-farm residential lot at this location as proposed.

Second by Ben Priesgen Vote 5-0 Motion carried.

On the basis of the above findings of fact, conclusions of law and the record in this rezoning matter, the committee shall provide a favorable recommendation to the County Board on the

rezoning petition as proposed. An ordinance shall also be drafted effectuating the recommendation of the committee and said ordinance shall be submitted to the Board for approval;

PUBLIC HEARING

Dan and Yvonne Loduha – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of an approximate 4-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located in part of the SW ¼ of the SW ¼, Section 13, Town of Leroy, the site address being W2856 Lomira Drive.

Motion by Mary Bobholz to approve a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of an approximate 4-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District subject to the following conditions:

1. The applicant shall obtain the required land division approvals for the proposed lot from the County and local municipalities if required, prior to the creation of these lots;
2. The proposed non-farm residential lot shall not exceed 5.482-acres in area unless the lot is successfully rezoned out of the A-1 Prime Agricultural Zoning District;
3. Only one single family residential unit may be located on the proposed non-farm residential lot unless this lot is successfully rezoned into a zoning district which allows additional residential units;
4. The acreage of the proposed non-farm residential lot shall count towards the total non-farm residential acreage that can be created from the base farm tract for this property;
5. A "Notice of Zoning Limitations" document shall be recorded with the Dodge County Register of Deeds Office for the following parcels which make up the "base farm tract" which notifies the potential buyers of these parcels that there may be limitations as to the number of new lots that can be created from this base farm tract:
 - 028-1316-1333-000 and 028-1316-1334-000.
6. The owner and subsequent owners of this non-farm residential lot hereby agree to comply with Subsection 9.2, Right to Farm provisions of the Dodge County Land Use Code and that they will not cause unnecessary interference with adjoining farming operations producing agricultural products and using generally accepted agricultural practices, including access to active farming operations;
7. The decision of the Committee shall expire one year after the decision is filed with the Department unless construction has been diligently pursued, a Certificate of Zoning Compliance has been issued, the use is established, or the Conditional Use Permit is renewed, for a period not to exceed one year.
8. The Conditional Use Permit shall also expire upon termination of a project or if the rights granted by the permit are discontinued for 180 consecutive days.

Second by Ben Priesgen Vote 5-0 Motion carried.

On the basis of the above findings of fact, conclusions of law and the record in this matter the committee granted preliminary approval of the conditional use permit subject to the conditions listed above and the Land Use Administrator is directed to issue a conditional use permit incorporating the decision of this Committee.

PUBLIC HEARING

Christopher Demetropolous PR, agent for Eleftheria Demetropolous Estate – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of an approximate 2-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located in part of the SE ¼ of the NE ¼, Section 18, Town of Lebanon, the site address being N1566 Scofield Road.

Motion by Dan Siegmann to approve a conditional use permit to allow for the creation of an approximate 2-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District subject to the following conditions:

Second by Mary Bobholz Vote 5-0 Motion carried.

On the basis of the above findings of fact, conclusions of law and the record in this matter the committee granted preliminary approval of the conditional use permit subject to the conditions listed above and the Land Use Administrator is directed to issue a conditional use permit incorporating the decision of this Committee.

PUBLIC HEARING

Brian Stegner, agent for Donna Stegner – Request to rezone approximately 3.5-acres of land from the A-1 Prime Agricultural Zoning District to the A-2 General Agricultural zoning district to allow for the creation of a non-farm residential lot. The site is located in part of the NW ¼ of the NW ¼, Section 1, Town of Calamus, the site address being W10048 County Road DE.

Motion by Ben Priesgen to lay over a decision on this on the rezoning request at the request of the Town Board to the March 15, 2023 to allow the Town Board additional time to provide a recommendation on this request.

Second by Donna Maly Vote 5-0 Motion carried.

1. **PARK SYSTEM**

A. Park Plan Update

B. Bill Ehlenbeck provided an update on the Park Plan update process. The Department met with the consultants in late February. A presentation to the Committee will be planned for early April along with a public meeting shortly thereafter. The plan will be finalized based on the information obtained from these meetings. The final draft plan will be presented to the Committee on May 8, 2023 and then to County Board in May for adoption.

C. Resolution to approve bid for Derge Rehab project and request additional Sales Tax funds.

Jason Roy presented the following Resolution to the Committee for review.

RESOLUTION NO. _____

**Authorizing the Award of the Electrical Service
Upgrade and Request for Additional Sales Tax Funds at Derge Park**

TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN,

WHEREAS, the Dodge County Land Resources and Parks Committee (“Committee”) has considered the configurations, drainage and electrical needs of the Derge Park Campground, and has determined that it is necessary to improve campsite layouts, sizes and separation; improve water drainage issues and upgrade electrical service to meet the needs of its visitors; and,

WHEREAS, \$70,000 of Sales Tax Funds were provided in the 2022 Derge Park budget for the Derge Park Campground Rehab project to improve campsite layouts, water drainage and upgrade electrical service; and

WHEREAS, the campsite layouts, water drainage work and the purchase of new electrical pedestals was completed in 2022 at a cost of \$41,956; and

WHEREAS, \$28,044 of the original \$70,000 project budget remains available for carryover to complete the remaining items of the project; and

WHEREAS, the Dodge County Land Resources and Parks Department (“Department”) has solicited bids for the Electrical Service Upgrade and Pedestal Installation Project, releasing Request for Bids, Electrical Service Upgrade and Pedestals Installation at Derge Park Campground Project, RFB #82 2023-02, dated February 24, 2023, and has received 9 bids by the due date and time of March 9, 2023 at 10:00am, as follows:

Vendor	Bid
A-1 Electric (Monroe)	\$63,932
Sunsation Electric (Beaver Dam)	\$69,574
United Electric (Clyman)	\$89,000
Electric 1 (Portage)	\$102,500
Quest Electric (Reeseville)	\$103,200
DE Thome Electric (Fond du Lac)	\$109,000
Folske Electric (Oshkosh)	\$110,021
KW Electric (Plymouth)	\$119,150
J Miller Electric (Port Washington)	\$126,500

; and,

WHEREAS, the bid documents are on file with the Dodge County Land Resources and Parks Department and may be viewed during normal business hours; and,

WHEREAS, at its meeting on March 13, 2023, the Committee reviewed the bid tabulation and recommended acceptance of the bid from A-1 Electric, in the amount of \$63,932, and established an updated total project budget of \$128,000, which includes the low bid amount, transformer upgrades, posts, GFCI receptacles, and final grounds restoration and a ten percent (10%) project contingency, a copy of the Project Cost Itemization is attached hereto as Exhibit "A"; and,

WHEREAS, the revised total project budget of \$128,000 exceeds the original \$70,000 budget by \$58,000; and

WHEREAS, at its meeting on January 23, 2023, the Committee reviewed the need for additional funding to complete the project and recommended the request for additional Sales Tax Funds rather than using available Different Purpose carryover funds or a General Fund transfer; and

WHEREAS, additional funding for the Project is available from the Sales Tax Division (9810);

NOW, THEREFORE, BE IT RESOLVED, by the Dodge County Board of Supervisors, on the recommendation of the Dodge County Land Resources and Parks Committee, that the acceptance of the bid from A-1 Electric is authorized, in the amount not to exceed \$63,932 for the Derge Park Campground Electric Upgrade and Pedestal Installation, and approves the revised total project budget of \$128,000; and,

BE IT FURTHER RESOLVED, the Dodge County Board of Supervisors authorizes the additional funding for the revised Derge Park Campground Rehab Project budget in an amount not to exceed \$58,000 from the 2023 Sales Tax Fund (Division 9810) according to the Project Cost Itemization Exhibit "A",

BE IT FURTHER RESOLVED, by the Dodge County Board of Supervisors, that the Dodge County Administrator and the Dodge County Clerk are authorized to execute contracts necessary for the completion of the Electrical Service Upgrade and Pedestal Installation Project, subject to the review and approval of the Corporation Counsel; and,

BE IT FINALLY RESOLVED, that upon presentation of properly reviewed and approved invoices by the Dodge County Land Resources and Parks Director, payment of said invoices may be made from Dodge County funds, taken from the 2023 Dodge County Land Resources and Parks Budget.

All of which is respectfully submitted this 21st day of March, 2023.

Dodge County Land Resources and Parks Committee:

Mary Bobholz

Daniel Siegmann

Benjamin Priesgen

Dale Macheel

Donna Maly

FISCAL NOTE: The Assigned Sales Tax Fund Balance as of January 1, 2022 was \$3,157,033. The Sales Tax Division (9810) anticipates to have a \$952,215 surplus for yearend 2022. Sufficient funds would be available to fund the Derge Park Campground Rehab Project. Finance Committee review date: March 13, 2023. Chair initials: _____.

Vote Required: Two-thirds (2/3) of members elect.

Resolution Summary: Resolution authorizing the Dodge County Derge Park Electrical Service Upgrade and Pedestal Installation Bid and authorizing sales tax funding.

Exhibit "A"
Derge Park Campground Rehab
Project Cost Itemization

2022 Expenses: Campsite layout and water drainage improvements, and electrical pedestals \$41,956

REMAINING PROJECT EXPENSES (wiring/pedestal installation & restoration)

A-1 Electric bid: Electrical Service Upgrade & Pedestal Installation: \$63,932

New transformer/upgrades; - Alliant Energy fees: \$8,000

Posts, GFCI receptacles, topsoil, reseeding/grounds restoration: \$6,000

10%+ contingency: \$8,112

Total Remaining Expenses: **\$86,044**

Carryover from 2022 budget to 2023: \$28,044

Balance of funding needed (Sales Tax) \$58,000

Motion by Mary Bobholz to approve the Resolution to approve bid for Derge Rehab project and to forward the request to use additional Sales Tax funds for the rehab project as proposed.

Second by Donna Maly Vote 5-0 Motion carried.

D. Gold Star Memorial Trail Update

Bill Ehlenbeck provided the Committee with an update on the Gold Star Memorial Trail grant. The grant agreement was signed by the County and was returned for state signatures. Once the final signatures are obtained, the project can be begin with seeking out a consultant for design and engineering and discussion with landowners along the route.

OTHER BUSINESS

1. No Committee Member Reports
2. No additional per diems.

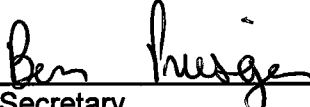
FUTURE MEETING SCHEDULE

1. Monday, March 27, 2023 – 7:00 p.m. • Rooms 1H/1I • 1st Floor, Administration Building • Juneau, WI – Public Hearings
2. Monday, April 10, 2023 – 7:00 p.m. • Rooms 1H/1I • 1st Floor, Administration Building • Juneau, WI – Public Hearings

Motion by order of the Chair to adjourn the meeting.

Meeting adjourned at 8:07 P.M.

Respectfully Submitted,


Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.