

**DODGE COUNTY LAND RESOURCES AND PARKS COMMITTEE
MINUTES
November 27, 2023**

The Dodge County Land Resources and Parks Committee met on November 27, 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, Benjamin Priesgen.

Members excused: Donna Maly, Dan Siegmann.

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

Staff present: Bill Ehlenbeck - Director, Joseph Giebel – Manager of Code Administration, David Addison – Land Information Officer.

Others present: 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 November 13, 2023, meeting were reviewed by the Committee.

Motion by Mary Bobholz to approve the minutes as written.

Second by Dale Macheel Vote: 3-0 Motion carried.

The hearing procedures were read into the record.

PUBLIC HEARING

New Frontier Land Surveying, agent for Brett Rechek, Request to rezone approximately 8-acres of land from the A-2 General Agricultural zoning district to the R-1 Single Family Residential zoning district to allow for the creation of three non-farm residential lots at this location. The site is known as Lot 1 CSM 7271 in V50, P118, and is located in part of the NW ¼ of the NW ¼, Section 7, T12N, R14E, Town of Trenton along the east side of Breezy Point Road.

Motion by Mary Bobholz to submit a favorable recommendation to the County Board of Supervisors on the request to rezone approximately 8-acres of land from the A-2 General Agricultural zoning district to the R-1 Single Family Residential zoning district to allow for the creation of three non-farm residential lots at this location.

Second by Ben Priesgen Vote 3-0 Motion carried.

PUBLIC HEARING

Brandon Schultz, agent for Wayne Schultz – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of an approximate 6.7-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 NW ¼, Section 35, Town of Leroy along the east side of County Road Y approximately 3000 feet south of its intersection with Farmersville Road.

Motion by Ben Priesgen to lay over a decision on the creation of an approximate 6.7-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District at the request of the Town Board to allow the Town Board members additional time to conduct an onsite before providing a recommendation.

The applicant signed an agreement to allow the Committee to lay over a decision to the January 8, 2024 meeting.

Second by Dale Macheel Vote 3-0 Motion carried.

PUBLIC HEARING

Steve and Katie Hunt, agent for 4Ever Green Inc. – 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 SW ¼, Section 32, T13N, R13E, Town of Fox Lake, the site address being W11544 County Road P.

Motion by Mary Bobholz to approve the conditional use permit request 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:

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 2.78-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 constructed 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:
 - 018-1313-3234-000; 018-1313-3243-001; 046-11213-0521-000; 046-1213-0512-000.
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 Dale Macheel Vote 3-0 Motion carried.

COMMUNITY DEVELOPMENT

Resolution to approve contract for "Branding and Website Services"

Bill Ehlenbeck provided information on the Request for Proposals for Tourism Branding and Website services as part of the Joint Effort Marketing grant. Proposals were received from 3 firms and were rated by the team of Nate Olson, Becky Glewen and Karen Boyd. Bill provided the evaluation worksheet to the Committee. Pilch and Barnett was the highest rated proposal at 89.9 out of 100 and their fee was within budget at \$39,550. The next highest rated proposal was from Guide rated at 76.7 with a fee of \$39,000.

Motion by Mary Bobholz to approve the selection of the Pilch and Barnett proposal for Branding and Website services for \$39,550.

Second by Ben Priesgen Vote: 3-0 Motion carried.

1. **LAND INFORMATION**

A. Division Update

Dave Addison provided the committee with an update on the Land Information Division activities. The plat book is near completion and will be ready for distribution shortly. The new public web mapping site is up and running. Survey review and field work continues for the Village of Brownsville, Neosho and Reeseville. The assessment rolls are completed. Nicole is working on a statewide project to accommodate the elimination of the personal property tax with the exception of mobile homes and buildings on leased lands. The LIO Committee met and they approved the 2024 WLIP grant application

B. Discussion on Status of 2021 WLIP Grant

The 2021 WLIP grant is finally able to be closed out. The final project is complete and they requested the final grant amounts.

C. Discussion on Status of 2023 WLIP Grant

The 2023 WLIP grant was mainly for the 2023 Ortho flight. The Ortho's were received and are now being used. A portion of the grant was also for a watershed project which was completed.

D. Discussion and Approval of 2024 WLIP Grant

Dave Addison provided the committee with an update on the proposed 2024 WLIP Grant application. There was a large drop in the recording fees for this year, which will result in a drop in the amount of the WLIP Grants for 2024. The county is expecting a total grant of \$22,760 for 2024. \$1000 is available for Training Grant expected to be used for staff attendance at ESRI User Conference in San Diego, in July of 2024. \$11,760 from a Base Budget grant will be used to offset contract with Panda Consultants for migration services to ESRI ArcGIS Pro Parcel Fabric. The \$10,000 Strategic Initiative grant will be used to offset the costs for the code permitting software program. Land Information Council recommended approval.

Motion by Ben Priesgen to approve the submission of the 2024 WLIP Grant application.

Second by Mary Bobholz

Motion carried 3-0

E. Resolution to authorize contract with Panda Consultants for ESRI ArcGIS Pro Parcel Fabric training services

Bill Ehlenbeck and Dave Addison explained the need to contract with Panda Consulting to assist with migration of the county's parcel fabric data to the ESRI ArcGIS Pro system. The system has been upgraded and our current version will be losing support and updates thus the need to migrate the data to the new updated version. Panda Consulting was successfully utilized for the original Parcel Fabric data set up in 2018. Land Information Council recommended approval of the \$19,000 service contract funded from Land Information Program and grant funds.

Motion by Mary Bobholz to approve the Panda Consultants proposal for Parcel Fabric Data migration services at \$19,000 to be funded from the Land Information Program and grant funds.

Second by Ben Priesgen Vote: 3-0 Motion carried.

F. Resolution to authorize contract for Schneider GeoSpatial online permitting solution

Bill Ehlenbeck and Dave Addison discussed the background and process for finding an online permitting system that is can be functional and cost effective for Dodge County. The Schneider GeoPermits product has been reviewed against the Catalis permit system and both are similar in functionality. Both companies are current land records vendors for Dodge County and the most appropriate companies to utilize for the permitting system. GeoPermits is favored primarily due to the lower cost. GeoPermits proposal is \$32,976 for set up/implementation and includes 1 year of software licensing. The annual licensing will be \$23,328 in year 2 and adjusted in subsequent years. The Land Information Council recommended approval of the GeoPermits proposal to be funded from Land Information Program and grant funds.

Motion by Mary Bobholz to approve the Schneider GeoSpatial proposal for GeoPermits online permitting solution to be funded from the Land Information Program and grant funds.

Second by Ben Priesgen Vote: 3-0 Motion carried.

G. Resolution to authorize contract for Datamark VEP for NG911 support services

Bill Ehlenbeck withdrew this request at this time. He informed the Committee the contract may not be needed now because staff just learned that the State NG911 contract for similar data services has proceeded faster than expected and could be available for counties to use as early as January or February 2024 at no cost. Staff will continue to monitor the State's status. If they are unable to meet our time constraints, then a contract for the NG911 data project will be reconsidered.

H. Discussion and recommendation for Attendance of GIS staff at the 2024 ESRI User Conference in San Diego.

A request was made to allow Jesse O'Neill and Nicole Hoepfner to attend the 2024 ESRI User Conference in San Diego in 2024. Various circumstances have prevented them from attending for the past 4 years. The Land Information Council recommended approval of their attendance which will need to go through the Executive Committee for out of state travel approval.

Motion by Ben Priesgen to authorize attendance of GIS staff at the 2024 ESRI User Conference in San Diego.

Second by Dale Macheel Vote: 3-0 Motion carried.

OTHER BUSINESS

1. No Committee Member Reports
2. No additional Per Diems.

Motion by order of the Chair to adjourn the meeting.

Meeting adjourned at 8:30 p.m.

Respectfully Submitted,



Secretary

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