

May 20, 2020

Minutes of the **Planning and Zoning/Land Information meeting** conducted on May 6, 2020 in the courthouse, Florence County, WI.

Scott Wolf called the meeting to order at 6.00 P.M. and took roll call.

Members present: Supervisors' Jeanette Bomberg, Sherry Johnson, Gary Steber, Joe Mills, Matt Brunette

Members absent: None

Others present: Donna Liebergen - County Treasurer, Scott Wolf - Zoning Administrator,
Trish Kelly - Assistant Zoning Administrator

Scott Wolf opened the floor for nominations of Chairperson. Supervisor Steber nominated Supervisor Bomberg for Chairperson. Supervisor Johnson made a motion that nominations be closed and a unanimous ballot be cast for Supervisor Bomberg. Supervisor Mills supported the motion. Vote taken five (5) ayes, zero (0) nays motion carried.

Chairperson Bomberg opened nominations for Vice-Chairperson. Supervisor Johnson nominated Supervisor Steber for Vice-Chairperson. Supervisor Mills made a motion that nominations be closed and a unanimous ballot be cast for Supervisor Steber. Supervisor Johnson supported the motion. Vote taken five (5) ayes, zero (0) nays, motion carried.

Chairperson Bomberg asked for a motion to approve the agenda, **motion by Supervisor Steber to approve the agenda, second by Supervisor Johnson, vote five (5) ayes, zero (0) nays, motion carried.**

Chairperson Bomberg asked for a motion on the minutes of the meeting conducted on April 1, 2020. **Motion by Supervisor Steber to approve the minutes of the meeting conducted on April 1, 2020, second by Supervisor Mills, vote five (5) ayes, zero (0) nays, motion carried.**

There were no persons wishing to address the committee on other zoning related concerns.

The current bills were reviewed as presented and recommended to the Audit and Budget Committee for approval. **Motion by Supervisor Johnson to approve the bills and recommend to Audit and Budget for approval, second by Supervisor Mills, vote five (5) ayes, zero (0) nays, motion carried.**

Discussion/action regarding approval to move forward with the Public Land Survey System (PLSS) Monumentation Survey Request for Proposal (RFP). Wolf reported between the 2019 grant monies that remain, along with the 2020 grant monies, there is \$47,500 available. In the past, smaller surveys were being done. The Land Information Office would like to move forward to create a request for proposal to facilitate verification and remonumentation surveys in Florence County. **Motion by Supervisor Johnson approval to move forward with a request for proposal for remonumentation surveys in Florence County, second by Supervisor Brunette, vote five (5) ayes, zero (0) nays, motion carried.**

Discussion/action regarding approval of revised Land Information Grant work agreement for Deputy Register of Deeds Carol Demko. This revision clarifies the added duties for Parcel ID integration and mapping review, in addition to the archiving of documents from the Register of Deeds. These funds are covered under the Land Information Grant and use of the grant. **Motion by Supervisor Johnson to forward the revised Land Information Grant work agreement for Deputy Register of Deeds Carol Demko to the Personnel Committee for final approval, second by Supervisor Steber, vote five (5) ayes, zero (0) nays, motion carried.**

Under discussion/action regarding Land Information Department update. The Register of Deeds Office reported the archiving information for the time period April 1, 2020 through April 30, 2020 there was 21 hours worked by one employee, with 250 documents archived. The Wisconsin Regional Ortho Imagery Flight has been completed for Florence County. Ayres Associates will begin the quality control and processing of the data with some of it being available this fall. Wolf attended a redistricting hands on webinar that was held by the Legislature Technology Services Bureau (LTSB).

Discussion/action regarding Florence County 20-Year Comprehensive Plan update. The Town/County Advisory Committee meeting has been rescheduled for May 21, 2020 at 5:00 p.m. in the court room. There was discussion on utilizing the Interpretive Center for larger meetings to maintain social distancing. Supervisor Charles Kellstrom has agreed to fill the county supervisor vacancy on this committee.

Under committee reports. Chairperson Bomberg welcomed back newly elected County Board Member, Matt Brunette to the Zoning Committee.

Under administrator reports. Two new Board of Adjustment members have been appointed. Wolf updated the committee on the ongoing court cases. He also discussed the ongoing concern of property cleanups in the county.

Kelly reported it was business as usual working from home during the month of April with the safer at home order. During this time period she also reported scanning 569 sanitary permits into the GSC Permit and Tracking data base.

Motion by Supervisor Johnson to adjourn, second by Supervisor Mills, vote five (5) ayes, zero (0) nays, motion carried.

Respectfully submitted,

Scott Wolf
Zoning Administrator

SW/tk