

December 10, 2019

Minutes of the **Planning and Zoning/Land Information meeting** conducted on December 4, 2019 in the courthouse, Florence County, WI.

Chairperson Bomberg called the meeting to order at 6.00 P.M. and took roll call.

Members present: Supervisors' Jeanette Bomberg, Joe Mills, Sherry Johnson, Larry Neuens

Members absent: Gary Steber was excused

Others present: Barb Neuens, Scott Wolf - Zoning Administrator and Trish Kelly - Assistant Zoning Administrator

Chairperson Bomberg asked for a motion to approve the agenda, **motion by Supervisor Johnson to approve the agenda, second by Supervisor Neuens, vote four (4) ayes, zero (0) nays, motion carried.**

Chairperson Bomberg asked for a motion on the minutes of the meeting and public hearing conducted on November 6, 2019. **Motion by Supervisor Mills to approve the minutes of the meeting and public hearing conducted on November 6, 2019, second by Supervisor Johnson, vote four (4) 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 four (4) ayes, zero (0) nays, motion carried.**

*Under discussion/action regarding amendment to 2020-Orthoimagery contract with Ayres Associates to include LiDAR data from the 2019 USGS Flight.* The amendment adds the LiDAR derivatives and enhancements, delivery dates, and payment schedule to the contract. The cost to the LiDAR derivatives and enhancements is \$39,450 and will be paid for by Land Information Monies over a two-year time-frame in 2020 and 2021. By using the recent USGS Flight for LiDAR, the County will be able to obtain one-foot contour data and culvert location for this cost, whereas in 2015, Land Information paid \$107,000.00 for two-foot contour data over a three-year period. **Motion by Supervisor Johnson to approve the contract amendment for the 2020-Orthoimagery with Ayres Associates and forward to County Board for final approval, second by Supervisor Neuens, vote four (4) ayes, zero (0) nays, motion carried.**

***Under discussion/action regarding approval of submission of 2020 Land Information Grant.*** The 2020 Land Information Grant is almost finalized and is required to be submitted by December 31, 2019. Projects for the 2020 grant include survey work, Register of Deeds scan documents, parcel mapping review, also to include the *mPower* GIS web housing, first installment payment for the Orthoimagery and LiDAR, and perhaps scanning for Register of Deeds Plat of Surveys. Request approval to move forward and submit the 2020 Land Information Grant Application contingent on Land Information Council approval. **Motion by Supervisor Johnson approval to submit the 2020 Land Information Grant Application, contingent on Land Information Council approval, second by Supervisor Neuens, vote four (4) ayes, zero (0) nays, motion carried.**

***Discussion/action regarding Florence County 20-Year Comprehensive Plan update.*** Wolf handed out the proposed update to the Florence County Public Participation of the Comprehensive Plan update. The original plan was reviewed and found to be geared more toward the creation of a Comprehensive Plan rather than an update. The plan sets forth how to engage the public in this process, which includes workshops and an open house utilizing a County/Town Planning Advisory Committee. Wolf to draft letters to the Towns requesting members to sit on the committee along with two County Board members, as well. **Motion by Supervisor Johnson to approve the Procedures for Public Participation of the Florence County Comprehensive Plan Update, second by Supervisor Neuens, vote four (4) 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 November 1, 2019 through November 30, 2019 there was 19 hours worked by one employee with 190 documents archived. The Land Information Office is working with surveyors to complete surveys under the Land Information Grant, however, with the current weather conditions, this has become a challenge. As a result, the 2019 Land Information Grant may need to be amended. The server update has been completed, along with *mPower* and the GIS site.

***Under Administrator reports.*** Wolf updated committee members on the ongoing court cases. He also reported on the ongoing compliance at 463 Skyline Drive in the Town of Aurora.

Wolf informed the committee that Corporation Counsel has advised him not to hear any Board of Adjustment cases until the Board of Adjustment vacancies are filled and trained.

Wolf informed the committee that personnel from the Zoning Office will out of the office on Friday, December 6, 2019 to attend the Northeast Wisconsin County Code Administrators meeting in Crandon.

Due to the New Year Holiday, the next Planning & Zoning/Land Information meeting is scheduled for Tuesday, January 7<sup>th</sup>, 2020 at 6:00pm.

**Motion by Supervisor Mills to adjourn, second by Supervisor Neuens, vote four (4) ayes, zero (0) nays, motion carried.**

Respectfully submitted,

**Scott Wolf**  
Zoning Administrator

SW/tk