



**Wisconsin  
County Code  
Administrators**

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**WCCA Executive Board Meeting Minutes**

Friday, June 12, 2015

Schmeckle Reserve Visitor Center, Stevens Point, WI

1. Call to Order at 10 a.m.  
The meeting was called to order at 10:02 a.m. by President Terri Dopp-Paukstat. Members in attendance were Terry Ochs, Dodge Co.; Terri Dopp-Paukstat, Waushara Co.; Kevin Grabau, St. Croix Co.; Brian Geibel, Calumet Co.; Rod Eslinger, Eau Claire Co.; Karl Jennrich, Oneida Co. and Michelle Staff, Jefferson Co. Others present were Scott Godfrey, Iowa Co.; Daniel Everson, Dane Co.; Kay Lutze, WIDNR; Lynn Markham, UW-Extension and Dan Bahr, WCA. Members not present were Matt Bremer, Adams Co.; Brentt Michalek, Sauk Co.; Steve Rannenber, Douglas Co.; and Tom Bergman, Iron Co.
2. Changes or additions to the agenda/Approval of Agenda  
Motion by Jennrich, seconded by Grabau, to approve the agenda as printed. Motion passed on a voice vote with no objections.
3. Review and approval of the minutes of the March 25, 2015 Executive Board Meeting  
Motion by Ochs, seconded by Jennrich, to approve the minutes as printed. Motion passed on a voice vote with no objections.
4. Treasurer's Report review and approval: Michelle Staff, Secretary/Treasurer  
Staff e-mailed out Treasurer's report before the meeting. She explained it. Staff explained that she priced out other policies for liability insurance for the organization and found a cheaper policy with American Family. Motion by Jennrich, seconded by Eslinger, to change the insurance policy for our organization. Motion passed on a voice vote with no objection. Motion by Grabau, seconded by Jennrich, to approve the treasurer's report. Motion passed on a voice vote with no objection.
5. Old Business
6. Agency Reports: WCA, DNR, DATCP, CLUE, WWA, DSPS, etc.  
Dan Bahr from WCA was present to explain the proposed budget bill. He briefly explained about the provision for Dane County Towns to withdraw from county zoning. Bahr explained motion 520 which relates to shoreland zoning. He has been in touch with legislators to see if it can be removed from the budget bill. Bahr will be putting together a letter with help from the Executive Board to forward to key legislators. Bahr informed the board that the Hegwood bill is moving forward in the legislation. Other big issues in the budget are transportation, Bucks Stadium and prevailing wage.

Kay Lutze was present from the Wisconsin Department of Natural Resources. She stated that if the changes to shoreland become law, the DNR will be updating the model ordinance. Just as in the case with previous changes to NR115, she will be asking counties for questions and try to have them answered. Lutze is working on a non-conforming fact sheet, a newsletter for shoreland, and training with real life examples.

Lynn Markham from CLUE UW-Extension was present. She explained some new publications such as the mega trends in housing. Wisconsin ranks 2<sup>nd</sup> in the nation with the most seasonal homes, with Florida being number one. In Wisconsin, fishing is a 1.4 billion dollar a year industry. Markham receives monies from DNR that supports her position, this funding was eliminated in the proposed state budget but was reinstated back into the budget. Markham is invaluable. Markham stated she is working on a publication on the basics of shoreland zoning. The Center for Land Use is working on a wetland protection and has a draft publication. Markham mentioned that she did a presentation about zoning in relationship to frac sand mining. A graduate student is doing a study on frac sand mining vs locating in an unzoned town. Eslinger shared his experience with educating the towns about zoning and what services county zoning can provide them.

Wisconsin Wetland Association was not present but there was an update from them. Dopp-Paukstat stated that WWA has created a model wetland ordinance for municipalities. The Merrill training session was rescheduled in the fall, date to be announced. The June 30<sup>th</sup> workshop in Green Bay is almost full, so register as soon as possible. There possibility will be another workshop.

No reports from DCATP and DSPS. Dopp-Paukstat and Bahr will be working together on relationship with DSPS.

## 7. Committee and Project Reports

- a) Program/Conference Report: Scott Godfrey, Coordinator and Terry Ochs, 1<sup>st</sup> VP  
Godfrey asked the Board on when and where they would like 2016 spring conference. It was agreed upon to continue the spring conference at Stoney Creek. It was agreed upon that spring conference would be March 31 and April 1 and if the hotel was not available to have it on April 7 & 8. Godfrey stated that fall is in Door County. We are getting the state rate of \$70 a night, but that rate does not extend into the weekend. Ochs gave the Board an update on possible speakers and topics of discussion. At this time, no speakers have been confirmed.

There was a discussion on rookie rates to include first year of membership with first conference. In addition, there was a discussion on different options for speakers. If the speaker is spending the entire conference, will there be a reduced rate? It was agreed upon that the rookie rate would remain the same and include a membership. There was a lengthy discussion on speaker's fees. It was mention we charge agency people that are speaking a rookie rate. Motion by Eslinger, seconded by Ochs, that we charge an agency person a rookie rate if they stay the entire conference, and if they are present a half day, they will be offered a meal. There was discussion

on non-agency people and speaker fee's. There was a suggestion about having an entrainment budget. Staff will come up with a proposed policy and it will be voted on August 7<sup>th</sup>. Motion passed on a voice vote with no objection.

- b) Legislation/Education Committee Report: Rod Eslinger, 2nd VP  
Eslinger stated we covered a lot of his report with Bahr. Eslinger went through his report and bills in the process. No action was taken on any bill proposals. There was a brief discussion on case law relating to short term rentals. There was a brief discussion on who signs the letters that go to the State legislation.
- c) Shoreland/Wetland Zoning Ad Hoc Committee Report: Dan Everson and Dan Bowers  
Everson reported that the committee meet twice in Wausau and have about half the revision done. They are going through the entire guide book such as the text, the flow charts, and diagram. They would like to meet once more to wrap this up. The Committee is going to wait until the state budget is approved to see if more changing are coming. Everson is worried about counties not using the guidebook once it is completed. Everson suggested that we use the fall conference and district reps to advertise it. The Committee does not want to reprint the guidebook and only have an electric version of it. Counties need to adopt NR115 by October 2016. Dopp-Paukstat thanked Everson for all of his work on this Committee.
- d) Outreach Committee Report: Scott Godfrey, Chair  
Dopp-Paukstat stated that she has had e-mails from WCLA and she was going work with Bahr about DSPS. There was mention that our organization should work with organization such as planners, surveyors, etc., and it was stated that APA was more focused on city planning.
- e) Webpage/Decoder Coordinator Report: Tom Bergman, Chair  
Bergman was not present. Staff gave report. Dusty Grant will be done with the web page and decoder by June 1<sup>st</sup>. In the meantime, Bergman will be updating the web page and Staff will be doing the decoder. Motion by Jennrich, seconded by Eslinger, that Bergman and Staff split \$1000 that is remaining in the Web Page/Decoder Coordinator salary. Motion passed on a vote voice with no objection. At fall conference, the Board will advertise the job to the membership with the stipulation to hire someone by January.
- f) Report on Leadership Training Program: Executive Board  
Dopp-Paukstat stated we were waiting until the Markham position was settled. The Board will talk about it more in August.
- g) WCA Steering Committee Report: Scott Godfrey, member  
Godfrey stated that not a lot to report and that Dopp-Paukstat is now on the committee. They will meet again in late July and discuss what they should focus on. The majority of committee are supervisors across the state. Godfrey is willing to bring topics to the steering committee.
- h) DSPS/POWTs Committee Report: Chris Olson, Chair  
None

- i) Executive Guidebook Update: Karl Jennrich Chair  
Jennrich had worked very hard on updating the guidebook. Jennrich updated the Executive Board on the status of the update and additional information such as purpose of position, history of the organization, etc. Dopp-Paukstat suggested to Jennrich to bring it back to the Executive Board for August meeting.
  - j) Awards/Scholarship Committee: Michelle Staff, Chair  
Staff just stated that district reps should get any retirements to her. Raffle tickets will be sold at fall conference.
  - k) Strategy for obtaining guidance on projects and what state/federal code requirements are applicable or if exemptions apply: Executive Board  
This was the continuing discussion on projects and permit requirements between FEMA, NRCS, USDA, DOT, etc. There was a discussion on this subject. There was not been any direction from the top down and it was noted that this is important issue throughout the state. It was agreed upon that at this time no action will be taken on this issue.
  - l) Discussion on speaker fees for various individuals attending conferences: Executive Board  
See letter for this item.
  - m) Other Standing Committee or Ad Hoc Committee Reports  
None
8. New Business  
None
9. District Reports  
Central District – No Report  
Northeast District – See Decoder  
East Central District – Giebel reported they have not meet but would like to meet on June 24<sup>th</sup> with Gary Henrich before he retires.  
West Central District – Grabau stated that last district meeting they did some soil training with DSPS.  
Southeast District – Ochs reported that at the last meeting Kay Lutze was present and the district talked about shoreland. It was reported that permits were up in the district.
10. Adjourn  
Motion by Jennrich, seconded by Ochs, to adjourn the meeting at 2:30 p.m. Motion passed on a voice vote with no objection.