

## Annual Meeting Minutes

Grand Lodge  
805 Creske Avenue  
Rothschild, WI 54455  
Phone: 800-916-4339

**Thursday, January 28, 2015 10:00 AM**

1) Call to Order

The meeting was called to order by President Terry Ochs at 10:15am.

2) Introductions

All Executive members were present. Each member introduced themselves. Members present were CeCe Tesky (Rusk Co. – North West District), Dean Johnson (Marathon Co. – West Central District), Jeff Brewbaker (Wood County – Central District), Dan Everson (Dane County – South West District), Jeremy Johnson (Menominee County – North East District), Brian Giebel (Calumet County – East Central District), Andrew Baker (Rock County – South East District), Terri Dopp-Paukstat (Waushara County – Past President), Terry Ochs (Dodge County – President), Rod Eslinger (1<sup>st</sup> Vice President Eau Claire County), Robert Schieman (Bayfield County – 2<sup>nd</sup> Vice President) and Michelle Staff (Jefferson County – Secretary/Treasurer).

3) Changes or additions to the agenda

There were no changes to the agenda.

4) Review and approval of the October 22, 2015 Executive Board meeting minutes

Motion by Dopp-Paukstat, seconded by Giebel, to approve the October 22, 2015 meeting minutes. Motion carried on a voice vote with no objection.

5) Old Business

6) Discussion of district representative duties and responsibilities (Please bring your WCCA Handbook issued to the district representatives.)

Dopp-Paukstat stated that Karl Jennrich from Oneida County has been working on updates and they will be working on updates in the next year. She was hoping to have some changes by summer. It was agreed that a rough draft would be presented to the Executive Board by August meeting.

- Move Lincoln County into the NE District for geographic and political continuity  
Johnson stated he looked into on how to move Lincoln into the North East District. It would take a 2/3 vote from their district and approval from the Executive Board. Staff read the WCCA constitution and it requires a vote at two WCCA business meetings. Ochs stated the two districts may move forward with the voting and sending the findings to the Executive Board. Johnson and Tesky will be taking this issue to their districts in February and will bring back the findings to the Executive Board at spring conference.

7) Treasurer's Report – Michelle Staff, Secretary-Treasurer

Staff e-mailed her report to the board before the meeting, but did briefly explain the financials. She asked the board if there are any questions. There was a brief discussion on the accounts. Motion by Dopp-Paukstat, seconded by Eslinger, to accept the Treasurer's report. Motion carried on a voice vote with no objections.

8) Audit of 2015 Financials – Audit Committee

Tesky reported that she audited Staff and all records are in order. Motion by Everson, seconded by Eslinger, to approve the audit given by Tesky. Motion passed on a voice vote with no objections.

9) Review and approve WCCA 2016 Operating Budget

Staff gave all members a copy of the proposed 2016 budget. There was a discussion about how much should be put in the entertainment at conferences. Entertainment includes paying for speakers. Motion by Everson, seconded by Tesky, to add \$500 into the entertainment/speaker fees budget for both conferences. The discussion continued on how it would benefit the organization to have high quality speakers. Motion passed on a voice vote with no objection. Eslinger asked about vendor booths and where does the booth fees go. Staff stated that the \$150 fee goes into the scholarship fund. There was a brief discussion on charging vendors the booth fees. Motion by Everson, seconded by Dean Johnson, to award two \$500 scholarships. Motion passed on a voice vote with no objections. It was agreed that a raffle would be conducted at the fall conference.

There was a discussion on leadership training. The discussion revolved around when and where possible leadership training could take place. Dopp-Paukstat will be organizing it for the membership. Godfrey stated it would be better to have a line item for the leadership program. It was mention this program is a benefit to our organization and should be continued. Motion by Dean Johnson, seconded by Tesky, to add a \$500 line item for the leadership program. Motion passed on a voice vote with no objections.

Motion by Schierman, seconded by Dean Johnson, to adopt the 2016 operation budget with the changes made during our discussions. Motion passed on a voice vote with no objections.

Scheriman questioned if the Executive Board should raise the membership dues. There was a discussion on raising dues or raising conference fees. There was discussion on the “extra” funds available to the organization. Motion by Staff, seconded by Tesky, for the WCCA to have a policy to have a surplus of \$15,000 for the contingency fund. Motion passed on a voice vote with no objections.

10) Committee Assignments and Appointments for 2016 (See draft assignments spreadsheet)

a) Executive Board representation on committees, Standing Committees, and Ad Hoc Committees

Eslinger formally resigned as 1<sup>st</sup> Vice President of the WCCA due to personal family reasons. There was a motion by Staff, seconded by Dean Johnson, to appoint Dan Everson as 1<sup>st</sup> Vice President of the WCCA. Motion passed on a voice vote with no objections.

The proposed committee appointments where projected on the screen for view of the Executive Board. There was discussion on proposed members to fill committees. Motion by Staff, Seconded by Tesky, to approved proposed committee assignments. Motion passed on a voice vote with no objections.

b) Program Coordinator – Appointment Proposal Scott Godfrey

Motion by Staff, seconded by Tesky, to appoint Scott Godfrey from Iowa County as the 2016 Program Coordinator. Motion passed on a voice vote with no objection.

c) Web Page Coordinator – Appointment Proposal CeCe Tesky

Motion by Staff, seconded by Schierman, to appoint CeCe Tesky from Rusk County as Web Page/Decoder Coordinator. Motion passed on a voice vote with no objection and Tesky abstained.

- d) State Agency Liaisons and Others – Proposed affiliations
  - a. Addition of Dodge County Nate Olsen to DNR NR135 Advisory Council.  
This appointment was added with appointments of 2016 WCCA Committees.  
NOTE from Terri: Kevin Lien is the NR135 appointment currently and that has been approved by the DNR. Nate can be an alternate.

#### 11) Committee and Project Reports

- a) Program Coordinator/Conference Committee –
  - a. Draft Agenda 2016 Spring Conference - To include discussion of POWTS track and attendance options for all sessions and survey monkey findings.  
Eslinger handed out draft agenda for spring conference. He discussed all items on the agenda. Eslinger and Everson will be working together to complete the final agenda. Everson will finalize it in the next couple of weeks.
  - b. WCCA Spring Conference, March 31st – April 1st, 2016, Stoney Creek Inn, Rothschild, WI Leadership Training Part 2?  
It was decided earlier in the meeting that the leadership would not happen this year but will be scheduled for next spring.
  - c. 2016 Fall Conference - select location and dates – program guidelines  
The WCCA Executive Board meetings will be held, June 17<sup>th</sup> and August 12<sup>th</sup>. The Conference Coordinator will try to reserve the fall conference and will try to get October 12<sup>th</sup> through the 14<sup>th</sup>.
- b) Raffle/Scholarship Report  
Staff will distribute the scholarship application for this spring scholarship as soon as possible.
- c) Leadership Group Report and Planning for Spring Conference with UWSP CLUE  
See above for discussion.
- d) Annual Scholarship Fundraiser at Spring Conference—Raffle vs. Silent Auction/others?  
It was discussed that the raffle will be in the fall and a silent auction in the spring.
- e) Legislative Committee/Report—In conjunction with WCA legislative report
  - a. Topics to include Property Rights Bill, Short Term Rental, others.  
There was a lengthy discussion on the role of WCCA, WCA and the legislative process. It was noted that we are administrators and not lobbyists. It was mentioned that the Executive Board should discuss the role of WCCA to the membership so they understand the relationship between WCA and WCCA. Schierman gave out report and it was displayed on the projector. The Executive skipped bills discussed in the past. It was noted that AB523 WCCA had no position because it is a rule that is already in place. It is the bill related to replacement of non-conforming. The WCCA is opposed to AB563 due to the wide effect it may have in the future to all counties. This bill is targeted at Dane County for townships to opt out of county-wide zoning. Everson gave the Executive Board and history of the bill and an update on the bill. It was noted that WCA is opposed. AB568 is the bill related to short term rentals and WCA is opposed. There was a consensus that WCCA does not support this bill. AB571 related to bill forms and the UDC codes. There was concern about some wording in this bill and whether or not it is a building permit. It was noted only 8 or fewer counties do UDC. It was noted that WCCA is partly opposed to this bill.

AB582 is the vested rights bill, down zoning, vote requirements of rezoning, etc. This bill was a compromise between WCA, WTA, etc., or else the original bill would be passed. In this bill the governing body must be 2/3 votes. This bill adds a provision to replace no permits for shoreland non-conforming structure with a notice to the County Clerk. WCA is now neutral. AB600 is shoreland chapter 30 related to navigable waters. WCCA agreed we are neutral since it is below the ordinary high water mark. AB603 is the "fixed" bill for shoreland. Dopp-Paukstat explained the bill and tells the Board the history of this bill. WCA worked with the bill's author. This bill is expected to pass and counties will need to update their shoreland zoning ordinances again.

Eslinger stated that the Wisconsin Supreme Court just took up a Eau Claire County case in regards to two lots in common ownership. We won't know the outcome of the case for some time.

- f) Administrative Code Committee  
There was no report.
- g) Nominating Committee  
There was no report.
- h) Audit Committee  
It has already been given above.
- i) NR 113 Committee  
The committee has been disbanded because there was been no proposed administrative code changes.
- j) NR 115 Shoreland/Wetland Committee  
Kay Lutze from DNR will be presenting at spring conference. At this time the guidebook will not be updated until all changes are finalized. Once the shoreland bills have been passed, the NR115 subcommittee will have a presentation at the spring conference. WWA has contacted WCCA to add a section on wetland/shoreland.
- k) NR 116 Committee  
There is no report at this time.
- l) Mining Committee  
Dopp-Paukstat replaced Justin Cavey from Marathon County with Kevin Lien from Trempealeau County. There is no report at this time. There was a discussion on NR145 in relationship to County Non-Metallic mining ordinances.
- m) Working Lands Initiative Committee  
The Committee has been removed due to the fact farmland provisions have been in place for some time.
- n) Awards/Scholarship Committee  
The report was given above.
- o) Web Page Committee  
Tesky reported that she will have deadlines for the Decoder. The next Decoder article is due February 20<sup>th</sup> and the yearly deadlines are June 10<sup>th</sup>, September 10<sup>th</sup> and December 10<sup>th</sup>. She reports to the Executive Board all of her ideas for the Decoder. Tesky reported she made changes on the web site. She explained the areas of the web page she wants to change and that have been changed. Staff suggested to Tesky that she give a brief

presentation at spring conference on all the changes that have been done on the web page.

- p) POWTS Code Council  
Brewbaker reported that Dale Diamond went to the State POWTS Council and reported back to the WCCA POWTS committee that DSPS is revisiting the administrative code. Some of the areas they will be looking at are tank only replacements, locking devices, electrical, and reporting procedures for A+4 mounds.
- q) POWTS Technical Advisory Committee  
This committee has been removed due to the fact this state committee is no longer meeting.
- r) Other Committees or Reports

Motion by Everson, seconded by Dean Johnson, to adjourn the meeting at 5:45 pm.  
Motion carried on a voice vote with no objections.

### **Friday, January 29, 2016 9:00 AM**

The meeting was opened at 9:15 am by President Ochs.

#### 12) District Reports

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#### 13) State Agency and Affiliated Organization Reports

- a) WI Department of Safety and Professional Services  
Matt Janzen was present from DSPS. Janzen reported that Charlie Braatz is retiring and the department will be hiring 2 positions, one as a field position and the other as a plan reviewer. Janzen indicated that all counties will be getting an electrical audit and will be conducting field visits. He indicated that the Code Council is meeting. Dale Diamond is the WCCA representative on the council. Janzen indicated that the technical advisory committee may be forming very soon.
- b) WI Department of Natural Resources  
Meg Galloway was present from the DNR. Galloway stated that over the past 3 months they have been trying to keep the wheels on the bus going while Gary has been gone. The department does have an accepted offer for the new Floodplain Policy Coordinator and will be announcing the person very soon. She is hoping to hire another additional LTE for the department. The new person will do a lot of outreach effort, doing workshops over the summer and re-doing the department web page. She indicated that FEMA would like all communities to adopt the 2012 model ordinance. Galloway also gave an update for Kay Lutze Shoreland Policy Coordinator. Lutze finished all of the district workshops for the winter and is reviewing 14 ordinances. Lutze wanted Galloway to mention if Counties are revising their shoreland ordinance this spring, please give to Lutze well before the public hearing so she would have time to review.
- c) WI Department of Ag, Trade and Consumer Protection  
A DATCP representative was not present.
- d) UW Stevens Point - Center for Land Use Education  
Lynn Markham from CLUE was present. Markham gave an update on all of the training opportunities available within the next three months including an WisLine and Lakes

Convention. Markham said that in April there would be training for new County Board members for BOA members. Becky Roberts will also be conducted Plan Commission trainings in March. Markham stated that CLUE is working on a new Mega Trend which will be focusing on transportation. They are going to focus on the economics of road building. Anna Haines indicated that the wetland study with Door, Jefferson and St. Croix County should be completed in May. CLUE's GIS facility member has left and will not be replaced. Markham asked the Executive Board if it felt if there is training on working with your legislators. This training would work on the do and don'ts of talking to your legislators. There were comments that ZA's can't be lobbyists and are county employees that serve their zoning committees. Everson indicated this would be a great conference topic and asked Markham to present. Tesky stated that we need to educate the public on these issues and to contact their representatives.

- e) UW Extension Local Government Center  
A UW Extension Local Government Center was not present.
- f) Wisconsin Wetlands Association  
Klye Mageria was present from WWA. He handed out a WWA update. It is attached to the minutes.
- g) Wisconsin Counties Association  
Dan Bahr was present from WCA. Bahr reported on AB600(regulation of navigable waters and wetlands), AB440/SB515(Recycling), AB603/SB477(shoreland bill with setback averaging), AB582/SB464(vested rights), AB(short term rentals), and AB563 (Dane Co Zoning). Bahr reported that AB603/SB477 WCA worked with the legislators to get this bill passed. Bahr indicated that he understands many of the WCCA members are not happy with this bill but Bahr believes this is a good compromise with the legislators. WCCA was neutral on this bill. AB582/SB464 is a vested rights bill that WCA was opposed too. AB relating to short term rentals, WCA and WCCA is opposed. AB563 relating to the removal of county wide zoning for Dane Co., WCA and WCCA is also opposed.
- h) Wisconsin Land & Water Conservation Association  
A WLWCA representative was not present.

#### 14) Plans and Goals for 2016

- a) Executive Board Goals for 2016  
Ochs asked the Executive Board to write up goals for the year.
- b) President's Goals for 2016  
Ochs handed out his goals to the Executive Board and went through them all.

#### 15) Adjourn

Motion by Everson, second by Brewbaker, to adjourn the meeting at 1:40 pm. Motion passed on a voice vote with no objection.