

**MINUTES
KENOSHA COUNTY
PLANNING, DEVELOPMENT & EXTENSION EDUCATION COMMITTEE
Wednesday, August 12, 2020**

Minutes of the Kenosha County Planning, Development & Extension Education Committee public hearing held on Wednesday, August 12, 2020 at 6:00 p.m. at the Kenosha County Job Center, 8600 Sheridan Road, Kenosha, Wisconsin.

Members Present: Supervisors Daniel Gaschke, Amy Maurer, Sandra Beth, Gabe Nudo

Members Absent: Zach Rodriguez

Youth In Governance Representatives Present: Calahan Miles and Loren Noble

Staff in Attendance:

Andy M. Buehler, Director, Division of Planning and Development
Beverlee Baker, Area Extension Director
Mary Metten, Health & Well-Being Educator
Leigh Presley, Agriculture Educator
Jen Reese, 4-H Program Educator
Terri Ward, FoodWise Program Administrator
April A. Webb, Senior Administrative Assistant

The meeting was called to order at 6:00 p.m. by Chairman Gaschke.

1. **Certification of Compliance with Wisconsin Open Meetings Law:** The committee certified that all requirements of the Wisconsin Open Meetings Law had been met.
2. **Feature Program: Census 2020 Kenosha County Complete Count Committee (0:51)** – Christine Wasielewski, Community Economic Development Extension Educator, presented an overview of the 2020 Census and Complete Count Committee noting the primary uses of decennial Census Data and the Committee members including representatives from the villages and towns, as well as a resident member. The City of Kenosha has a separate Complete Count Committee. The response rates as of July 1 were at 68.8% for the State of Wisconsin and 70% for Kenosha County. Field personnel will be reaching out to hard-to-count populations. Along with information on the “Why” and “How” to complete the Census, she provided more detail on the “Hard-to-Count” populations (young children, racial and ethnic minorities, non-English speakers, low income persons, and more). Statistics were provided regarding the lowest responding areas 56-68% (Randall, Twin Lakes and Genoa City; Randall and Twin Lakes; Salem Lakes; and Wheatland). Parts of the population may not have internet access to respond to the Census which plays into the response rates, plus families with young children living in poverty, seniors and areas with a large area of vacant land/housing. Due to the COVID-19 pandemic the deadline to respond to the Census was extended to October 31st and was recently revised to the end of September.
3. **Youth In Governance (20:19):** Jen Reese, 4-H Educator, noted Youth in Governance members need to submit a required parental authorization form in order to attend the

committee meetings in-person, and she welcomed Cal and Lauren this evening. Jen provided an overview of the 2019-2020 Youth In Governance program annual report. Nominations are accepted from all high schools and youth organizations throughout the community. Jen shared how nominations have trended from the first years to date to see which schools have had students participating in the program and where to focus effort to be sure all the schools are represented in the program. Youth noted what they gained by participating in the program: more general knowledge of government, appreciating their own political voice, increased confidence in social skills, and speaking in public. One of the participants said it was the experience of a lifetime serving as a youth in the role of a community leader.

4. **UW-Extension Educator/Program updates (30:02):** Terri Ward, FoodWise Program Administrator, said their federal funding is for nutrition education including strategies on buying healthy food on a limited budget. They work closely with Extension educators in Kenosha County. Online education has begun with a couple of groups of parents completing the program via video conferencing. This has helped the educators to work through some challenges of virtual teaching/learning with their programs. She noted that much programming is conducted with youth in the schools, so the educators are preparing for virtual learning this fall. Terri is in the process of coordinating the Federal fiscal year agreements, with signatures being obtained from 96 program partners who value and look forward to the FoodWise workshops.

Mary Metten, Health & Well-being Educator, reported that she recently completed a couple of virtual programs which helped to work out challenges of programming virtually in place of the usual in-person workshops. She is looking ahead to the fall for which programs can be offered virtually or blended formats. Mary continues working with county and statewide colleagues to develop methods to reach out to audiences who haven't had the ability to or haven't picked up on some of the virtual formats that were quickly moved to due to the social distancing requirements.

Leigh Presley, Agriculture Educator, explained that she wrapped up the Youth Tractor Safety training and certified 19 local youth to drive farm tractors and operate farm equipment. The Annual Agriculture Clean Sweep collection event will be held Wednesday, August 19th at the Old Settlers Park in Union Grove and they will take up to 300 lbs. free of charge, using state grant funds. This is an event similar to the Household Hazardous Waste event, but for agricultural waste. She is helping local farmers and agencies plan and promote their Annual Conservation Field Day on September 10th at the Russ White farm on Hwy J just north of the county line in Racine County. Leigh is transitioning additional programs to a virtual format, such as the farm succession program.

Jen Reese, 4-H educator is preparing for the Youth As Resources kick-off and orientation scheduled for September 15th. Next month she will share the 2019-2020 annual report for Youth As Resources along with materials promoting funding for youth led service project grants. Jen has been working with 4-H club and project leaders to adapt programming to smaller groups and video conferencing. She has been involved with two alternate program plans with regional colleagues. A Camp at Home activity kit focused on science, art, foods, nature, and health and service was created and mailed to 79 youth. Part of the kit is designing a way to Thank a Hero in Kenosha County. Youth will share photos of activities where they used their Camp at Home kit. Jen described how third through eighth graders

are signing up for the Pen Pal program - they will send handwritten correspondence with a Pen Pal from one of ten other counties in Wisconsin through December. She continues work with leaders so she can approve charters for 4-H clubs, county-wide projects, and the Kenosha County 4-H Leaders Council. The kick-off for the new 4-H year begins October 1st with youth and volunteer recruitment to be conducted virtually because the annual in-person open house cannot be held this year.

5. **UW-Extension Educator/Program updates (42:28):** Area Extension Director Bev Baker noted that she is fortunate to work with a very good team who is creatively continuing programming in different ways as opposed to the in-person formats with the limits of groups of 10 or less, or groups of 50 in separate pods of ten. A lot of precautions and approvals are required from the UW along with working with the County on precautions and approvals. The office move has been completed; the final items from the former office across the hall were moved to the new space last week. Items for the Kenosha County Swap program with other departments were moved to the second-floor storage space and Christine Wasielewski will review items and coordinate the sharing of resources through the Sustainable Kenosha County team.

Bev reported for Vijai Pandian, Horticulture educator, that the weather station was installed at the Kenosha County Center and is working on ways to share the data with the public. Malynn Tarczewski, intern, has been working on the raised beds which are about halfway completed. The concrete floor for the shed has been poured and the shed will store gardening equipment.

Bev explained that previously, members from the extension committees around the state were part of the Wisconsin Associated County Extension Committees (WACEC). When Extension transitioned to UW-Madison, it was determined that this association needed to be separate from Extension, so it is now coordinated through the Wisconsin Counties Association and is now the Wisconsin Extension Association. It provides a forum for discussion on issues related to the relationships between counties and UW-Extension, serves as a liaison between the Counties and the UW system, and elevates and educates an understanding of Extension.

Chairman Gaschke thanked the educators for their program updates this evening and called for a brief recess prior to reconvening for the Public Hearing portion of this meeting.

After a brief recess, the Public Hearing was called to order at 7:00 p.m. in the Public Hearing Room (Recording #2 of 2).

Chairman Gaschke called for introductions of committee members, youth in governance, and staff.

6. **Tabled Request of Thomas C. Walas**, 5901 Lockhurst Dr., Woodland Hills, CA 91367 (Owner), Wisconsin Electric Power Co. d/b/a WE Energies, Maria Koerner, 231 W Michigan St., Milwaukee, WI 53203 (Agent), requests an **amendment to the Adopted Land Use Plan map for Kenosha County: 2035 (map 65 of the comprehensive plan)** from "Farmland Protection" & "SEC" to "Farmland Protection", "Governmental and Institutional" & "SEC" on Tax Parcel # 45-4-221-021-0100, located in the NE ¼ of Section 2, T2N, R21E, Town of Paris. **(03:27)**

Ken Moutvic, We-Energies, engineer, and Renee Bowerman, We-Energies, were in attendance to speak to this item.

- Rodriguez/Maurer motion to **remove from the table** agenda items 7, 8 and 9 regarding Thomas Walas/WE Energies applications. Passed unanimously, including YIG.
- Nudo/Rodriguez motion to **approve** and recommend to the Kenosha County Board of Supervisors the comp plan amendment request of Thomas C. Walas. Passed unanimously on the following roll call vote: Beth – aye; Maurer – aye; Nudo – aye; Rodriguez – aye; Gaschke – aye. Youth In Governance: Miles – aye; Noble – aye.

7. **Thomas C. Walas**, 5901 Lockhurst Dr., Woodland Hills, CA 91367 (Owner), Wisconsin Electric Power Co. d/b/a WE Energies, Maria Koerner, 231 W Michigan St., Milwaukee, WI 53203 (Agent), requesting a **rezoning** from A-1 Agricultural Preservation Dist. & C-1 Lowland Resource Conservancy Dist. to A-1 Agricultural Preservation Dist., I-1 Institutional Dist. & C-1 Lowland Resource Conservancy Dist. on Tax Parcel # 45-4-221-021-0100, located in the NE ¼ of Section 2, T2N, R21E, Town of **Paris. (21:03)**

Ken Moutvic, We-Energies, engineer, and Renee Bowerman, We-Energies, were in attendance to speak to this item.

- Beth/Rodriguez motion to **approve** and recommend to the Kenosha County Board of Supervisors the rezoning request of Thomas C. Walas. Passed unanimously, including YIG.

8. **Thomas C. Walas**, 5901 Lockhurst Dr., Woodland Hills, CA 91367 (Owner), Wisconsin Electric Power Co. d/b/a WE Energies, Maria Koerner, 231 W Michigan St., Milwaukee, WI 53203 (Agent), requesting a **conditional use permit** to allow a utility substation in the I-1 Institutional Dist. on Tax Parcel # 45-4-221-021-0100, located in the NE ¼ of Section 2, T2N, R21E, Town of **Paris. (24:37)**

Ken Moutvic, We-Energies, engineer, and Renee Bowerman, We-Energies, were in attendance to speak to this item.

- Nudo/Rodriguez motion to **approve** the Conditional Use Permit for Thomas C. Walas, subject to the following conditions:

1. Subject to the application stamped received by the office of Planning and Development on May 6, 2020 and the revised application stamped received by the office of Planning and Development on August 3, 2020 (Exhibit A, attached).
2. It is the responsibility of the petitioner to assure and guarantee that the above conditions are fully complied with. This includes, but is not necessarily limited to, meeting conditions established herein, providing any applicable letters of credit, providing and following approved plans, obtaining permits prior to construction, making improvements, participating in coordination meetings with governmental officials, following established time frames, meeting deadlines, and providing additional information where deemed necessary. Any unauthorized deviation

from the approved plans and conditions shall result in the issuance of a citation and/or applicable stop work order by the Department of Planning and Development or other applicable agencies until such time as the conditional use permit is brought back into compliance. Continued violation of the conditions, as set forth herein shall result in a recommendation for revocation of the conditional use permit.

3. Subject to that approved by the Town of Paris at their July 28, 2020 Town Board meeting (Exhibit B, attached).
4. Subject to the conditions present in the Kenosha County General Zoning and Shoreland/Floodplain Zoning Ordinance Section 12.29-8(b)150 a through b; Utility substations in the I-1 Institutional District (shown below):
 - a. All utility substations, microwave relay stations, and cellular relay stations shall be securely fenced and marked with appropriate warning signs.

Note: The aforementioned requirement (a) is satisfied due to signage statements made in the application narrative.

- b. The height of tower-mounted utility substations, microwave relay stations, and cellular relay stations shall not exceed three (3) times their distance from the nearest property line.

Note: Not applicable as no tower-mounted stations are being proposed.

5. Let it be known that wetland exists on a portion of the subject. There shall be no filling, excavation or grading within areas of the property designated as wetlands. Given no formal wetland delineation has been conducted for the entirety of the property, the Wisconsin Department of Natural Resources Wetland Inventory Map is currently the most accurate wetland delineation available.
6. Subject to a zoning permit being applied for and issued by the Department of Planning and Development prior to commencing construction or placement of any structure(s).
7. No substantial changes or expansion of the submitted plan of operation, change in use, and/or proposed addition(s) to any existing building(s) or proposed new building(s) shall take place without the petitioner re-applying for a Conditional Use Permit to Kenosha County for its review and approval.
8. It is the total responsibility of the petitioner to assure and guarantee that the above stated conditions are fully complied with. Any deviation from the approved plans and conditions shall result in the issuance of a citation and associated stop work order until such time as the project is brought back into compliance. Continuance of the project shall result in a recommendation for revocation of the Conditional Use Permit.

9. If property ownership shall happen to change then it is the responsibility of the person(s) that signed these conditions to notify the new owner of all above stated conditions of approval. Any changes or deviations from the above referenced approved plans will require additional review and approval and will be subject to additional fees by Planning and Development.
10. Pursuant to section 12.29-5(k) of the Kenosha County General Zoning & Shoreland/Floodplain Zoning Ordinance, this conditional use permit approval shall not be valid unless recorded by the applicant in the office of the Kenosha County Register of Deeds within 5 days after the issuance of the permit. Any recording fees shall be paid by the applicant. Said recording document is to be prepared by the Kenosha County Department of Planning & Development.

Passed unanimously, including YIG.

9. **Jeffrey Schmeckel**, 275 248th Ave., Kansasville, WI 53139-9627 (Owner), Henry Fleck, PO Box 610, Kansasville, WI 53139 (Agent), requests an **amendment to the Adopted Land Use Plan map for Kenosha County: 2035 (map 65 of the comprehensive plan)** from “Farmland Protection” & “PEC” to “Farmland Protection”, “General Agricultural and Open Land” & “PEC” on Tax Parcel # 30-4-220-022-0200, located in the west ½ of Section 2, T2N, R20E, Town of **Brighton. (30:21)**

Henry Fleck, agent, was in attendance to speak to this item.

- Rodriguez/Nudo motion to **approve** and recommend to the Kenosha County Board of Supervisors the comprehensive plan amendment request of Jeffrey Schmeckel (Owner), and Henry Fleck (Agent). Passed unanimously on the following roll call vote: Beth – aye; Maurer – aye; Nudo – aye; Rodriguez – aye; Gaschke – aye. Youth In Governance: Miles – aye; Noble – aye.
 - Rodriguez/Nudo motion to **take action on agenda items 10 and 11 together** in order to streamline the meeting process. Passed unanimously, including YIG.
10. **Jeffrey Schmeckel**, 275 248th Ave., Kansasville, WI 53139-9627 (Owner), Henry Fleck, PO Box 610, Kansasville, WI 53139 (Agent), requesting a **rezoning** from A-1 Agricultural Preservation Dist. & C-1 Lowland Resource Conservancy Dist. to A-1 Agricultural Preservation Dist., A-2 General Agricultural Dist. & C-1 Lowland Resource Conservancy Dist. on Tax Parcel # 30-4-220-022-0200, located in the west ½ of Section 2, T2N, T2N, R20E, Town of **Brighton. (37:46)**

Henry Fleck, agent, was in attendance to speak to this item.

- Beth/Nudo motion to **approve** and recommend to the Kenosha County Board of Supervisors the rezoning request of Jeffrey Schmeckel (Owner), and Henry Fleck (Agent). Passed unanimously, including YIG.
11. **Jeffrey Schmeckel**, 275 248th Ave., Kansasville, WI 53139-9627 (Owner), Henry Fleck, PO Box 610, Kansasville, WI 53139 (Agent), requesting a **Certified Survey Map** on Tax Parcel

30-4-220-022-0200, located in the NW ¼ of Section 2, T2N, R20E, Town of **Brighton**.
(37:46)

Henry Fleck, agent, was in attendance to speak to this item.

- Beth/Nudo motion to **approve** the Certified Survey Map for Jeffrey Schmeckel (Owner), and Henry Fleck (Agent), subject to the following conditions:

- 1) Jeffrey Schmeckel, 275 248th Ave., Kansasville, WI 53139-9627 (Owner), Henry Fleck, PO Box 610, Kansasville, WI 53139 (Agent) – NW ¼ of Section 2, T2N, R20E, Town of Brighton. For informational purposes only, this parcel is located on the east side STH 75 (252nd Ave.) approximately 1000 ft. south of 1st St.

Requesting approval of a Certified Survey Map (dated June 1, 2020 by Thomas L. Satter of Satter Surveying LLC) to create one (1) 17.94-acre parcel from Tax Parcel #30-4-220-022-0200.

Conditional Approval subject to the following:

- a) Compliance with any conditions put forth by the Town of Brighton.
- b) Subject to revising the CSM to address review comments from the Wisconsin Department of Administration's July 21, 2020 review letter (Exhibit A, attached).
- c) Subject to making the following revisions to the CSM:
 1. Label owners as 'Owner/Subdivider'.
 2. Indicate the owners of record of abutting unplatted lands.
 3. Add a zoning note indicating the existing and proposed zoning within and adjacent to the proposed land division (note: proposed zoning of Lot 1 is A-2 General Agricultural District).
- d) Subject to all rules and requirements of Chapter 15 of the Kenosha County Sanitary Code and Private Sewage System Ordinance and SPS 383 and 385 of the Wisconsin Administrative Code. Complete soil and site evaluations have been conducted on each lot and where required by County Ordinance. The report is on file with the Kenosha County Department of Planning and Development. Any change in the location of the dispersal cell area must result in another soil and site evaluation by a licensed State of Wisconsin soil tester prior to changing the location of a prospective Private Onsite Wastewater Treatment Systems (POWTS). It is recommended that any desired change in the location of the dispersal cell be done prior to any transaction of property. All tested areas shall be protected and preserved by the developer and any subsequent owner from any disturbance which includes: cutting and filling of existing soil surface, compaction from vehicles, installation of roads and driveways, installation of stormwater devices and excavation for utilities. Destruction of a POWTS site may result in a parcel being unbuildable. None of these lots may have their dwellings served by holding tanks.

- e) Subject to the rezoning being approved from A-1 Agricultural Preservation Dist. to A-2 General Agricultural Dist.
- f) The certified survey map shall not be released for recording until the rezoning ordinance is signed by the County Executive.
- g) Subject to sending an electronic copy of the revised CSM showing the aforementioned changes to the Kenosha County Department of Planning and Development office to receive sign-off prior to the surveyor preparing the recordable CSM document for signatures. The county contact is Luke Godshall who can be contacted at the following e-mail address: luke.godshall@kenoshacounty.org.
- h) No land division shall be recorded if any portion or part of the parent parcel has any unpaid taxes or outstanding special assessments without prior approval of the local and Kenosha County Treasurer.
- i) Subject to receiving the original certified survey as approved by the Town of Brighton.
- j) Subject to submitting the recordable copy of the Certified Survey Map (CSM) with signatures to the Kenosha County Planning & Development office along with the appropriate Register of Deeds recording fees within twelve (12) months of receiving conditional approval from the Kenosha County Planning, Development & Extension Education Committee. The Kenosha County Planning & Development office will submit the CSM along with the appropriate fees to the Register of Deeds for recording immediately upon receiving the recordable CSM and fee payments. Failure to submit the CSM with the required fees within the twelve (12) month time limit will render the CSM null and void. Failure to meet these conditions will require that the CSM be resubmitted for approval by the Kenosha County Planning, Development & Extension Education Committee.

Passed unanimously, including YIG.

12. **Approval of Minutes**

- Rodriguez/Maurer motion to approve the minutes as presented of the July 8, 2020 Planning, Development and Extension Education Committee meeting. Passed unanimously, including YIG.

13. **Citizen Comments - None**

14. **Any Other Business Allowed By Law**

Supervisor Nudo congratulated the Youth In Governance for attending the meeting.

He questioned when expert Staff might be joining meetings “in-person” again - if the office was open and if it is open, is it fully staffed or are some employees still working

from home.

Mr. Buehler replied that due to COVID-19 social distancing recommendations, staff was continuing to attend meetings by WebEx until further notice from Administration and/or the County Executive – the office is open 8am – 5pm as usual and there is staff in the office during open hours and coverage is staggered as some staff are still working remotely.

Mr. Buehler noted that ten applications regarding six properties have been received to date for the September 9 meeting agenda, making it very important for the committee members to attend the Tuesday work session, if possible, since the Wednesday evening meeting will be a very lengthy agenda to move through.

15. **Adjournment**

- Nudo/Maurer made a motion to adjourn the meeting. Passed unanimously by those PDEEC members present. The meeting was adjourned at 7:46 p.m.

The next regularly scheduled meeting of the Planning, Development & Extension Education Committee will be held on Wednesday, September 9, 2020.