

Department of Administration

COUNTY/MUNICIPAL INTERGOVERNMENTAL MEETING

Thursday, May 9, 2019

9:30 A.M.

Please share these notes with the staff in your municipality

Present:

Chuck Schneider, Chair – Town of Brothertown;
Wilmer Geiser, Chair – Town of Charlestown;
Gary Winkler, Chair – Town of New Holstein;
Eugene Mertz, Chair – Town of Rantoul;
Kevin Fischer, Chair – Town of Brillion;
Corey Schmidt, Chair – Town of Woodville;
Kevin Hietpas, President – Village of Harrison;
Travis Parish, Village Manager – Village of Harrison;
Gary Lemke, President – Village of Potter;
Roger Kaas, Vice President – Village of Sherwood;
Greg Zickuhr, Trustee – Village of Stockbridge;
Tim Hanna, Mayor – City of Appleton;
Gary Deiter, Mayor – City of Brillion;
Lori Gosz, Administrator – City of Brillion;
Andy Geiger, Director of Public Works, City of Brillion;
Rick Jaeckels, Mayor – City of Chilton;
Todd Schwarz, Director of Public Works – City of Chilton;
Dianne Reese, Mayor – City of New Holstein;
Alice Connors, Chair – Calumet County Board of Supervisors;
Todd Romenesko, Calumet County Administrator;
Mark Wiegert, Calumet County Sheriff;
Brian Glaeser, Calumet County Highway Commissioner;
Matt Payette, Calumet County Director of Planning, Zoning & Land Information;
Mary Kohrell, Community Economic Development Director;
Bernie Sorenson, Emergency Management Coordinator;
Patricia Winkler, Assistant to the County Administrator.

Gary Deiter welcomed everyone to the Brillion City Hall and invited those interested on a tour of the new facility following the meeting. Self-introductions were made.

Mark Wiegert, Calumet County Sheriff

Sheriff Wiegert provided an update on activities of the Sheriff's Office including: Active Shooter Training, police services contract with Village of Harrison, fundraising for second K-9 unit, and the proposed new Jail. Since the meeting, the new Jail project was approved by the County Board and is scheduled for bidding in the fall with construction to begin by year end.



Updates on Zoning Ordinance and Farmland Preservation Plan

Matt distributed a handout entitled Farmland Preservation Plan Update & Comprehensive Zoning Revision (see attached) and provided a summary of the information. Public Information Meetings regarding the Farmland Preservation Plan will be held on May 22 and May 30. This plan will establish a local vision for agricultural preservation, agricultural development, and the development of agricultural enterprises at the county level. It is a nonbinding guidance document which can help counties and towns establish policies to protect farmland for the future and also makes counties and towns eligible to participate in other parts of the Farmland Preservation Program such as Agricultural Enterprise Areas and Farmland Preservation Zoning. The Farmland Preservation Plan and Comprehensive Zoning Revision are scheduled to be presented to the County Board for approval in September.

Recent flooding, local emergency manager responsibilities, WI disaster reimbursement programs, AlertSense

Emergency Notification update

Bernie indicated that he is working with municipalities on getting paperwork in for State aids for damage from recent weather events. Copies of two handouts, Wisconsin Disaster Fund (WDF) and Disaster Damage Aids (DDA), were distributed (see attached) and discussed.

Calumet County uses AlertSense software to notify residents of local emergency alerts and community notifications. Users have the option to select what notifications to receive and how to receive them, including by text, phone and email. Only important notifications will be sent out and contact information remains confidential and will not be distributed to any outside parties. Please visit [AlertSense](https://public.alertsense.com/signup/?regionid=1482) (<https://public.alertsense.com/signup/?regionid=1482>) to sign up for this important local alert system.

Calumet County CDBG CLOSE Program and opportunities to partner with local governments

Since 2001, Calumet County has administered a low-interest business loan program – the Calumet County Revolving Loan Fund (RLF) Program -- that was started when the county received a state Community Development Block Grant (CDBG) for the purpose of supporting local business development and job creation. In early 2019, Calumet County's RLF and all other RLF Programs in Wisconsin ceased to exist due to the program's closure by the WI Department of Administration at the directive of U.S. HUD and at that same time, the WI CDBG CLOSE program began operating to close out the CDBG RLF program.

At its April meeting, the Calumet County Board of Supervisors adopted a resolution that enables county staff to implement the Calumet County CDBG CLOSE program. The county has an account balance of approximately \$1.2 million that can be used by the county to support CDBG eligible projects. Using CDBG CLOSE funds, the county will initially issue a request for proposals to hire a consultant tasked with developing an Economic Development Plan in collaboration with local communities. The plan will analyze workforce housing demand, senior housing demand, and slum & blight elimination in the county, and will also make recommendations for utilizing the remaining program funds.

Road Construction Projects

Brian provided an update on current road construction projects.

Round Robin

City of Appleton

- Levy limit discussed by Joint Finance Committee – will vote on whether to put money in Shared Revenue instead
- Eliminating one-way streets downtown
- Most residential growth on north side
- Multi-use projects downtown
- Encouraged municipalities to invite legislators to meetings so that they can be informed on local issues

City of Brillion

- Held Open House for new City Center building

- 40-unit housing complex planned
- Pedestrian square to be created where Dollar Store is presently located
- Rock the Block event kicked off earlier in the morning
- Bazaar After Dark scheduled for May 11th from 5 – 10 p.m. on Main St
- Former Brillion Iron Works site to be leased to Ariens; plans to demo several buildings
- 3-phase marsh project planned
- Community Center improvements

City of Chilton

- Uptown Commons II, 24-unit senior housing under construction
- 1 new building in TID #7, 3 lots remain
- TID #6 – apartment complexes
- HUD type development possible west of Dairy Queen
- Father’s Day Parade – June 16
- Mural to be painted on Main Street building
- Milling and leveling Chestnut St. and Calumet St.
- Dairyland Estates subdivision created

City of New Holstein

- Phosphorus issues
- Community Development Block Grant (CDBG) Close – setting up own Revolving Loan Fund
- TID #6 Tecumseh property, closing another TID
- 3 buildings constructed

Town of Brillion

- 7-8 new homes; 3 permits this year
- Large road project – Bastian Rd past Shiloh Dairy

Town of Brothertown

- Culvert issues
- Approximately 2 miles of overlay and crack filling this year
- St. Charles Rd repair scheduled for 2020

Town of Charlestown

- Weeks Rd bridge project; if PCB’s by bridge, town will need to address before bridge project

Town of New Holstein

- Thanked County for assistance with culvert issues
- 2-3 houses constructed last year

Town of Rantoul

- One new home being built; 3-4 inquiries regarding new home building
- Roads came through winter better than expected

Town of Woodville

- \$30,000 in damage to road as a result of spring flooding
- Festival in Dundas on May 18

Village of Harrison

- TIF #2 – assisted living and condo warehouses

- Noted road projects due to winter wear and older subdivisions that still have ditching
- Farmer's Field 18 acre park

Village of Potter

- Continued phosphorus issue
- Grant assistance for sewer and water issues would be helpful
- League of Municipalities supports increase in levy limit
- Housing needed in village

Village of Sherwood

- New Mexican restaurant, Palenque on Castle Drive; utilized the Matching Grant Program
- Road projects: Stumpf-Meehl subdivision located between STH 55-114 and CTH M across from the Post Office, and Condon Road Extension
- Pondview Estates – new 29-lot subdivision
- MS4 Plan development to deal with stormwater runoff
- Working with V. Harrison on Lake Park Rd mill and overlay, and new culverts on Kessler Rd due to flooding

Village of Stockbridge

- Mural on building approved
- Several new homes under construction
- Possible TIF

NEXT MEETING DATE

Please mark your calendars. The next meeting will be held at 9:30 a.m. on Nov. 14, 2019 at a location to be determined.

Calumet County Farmland Preservation Plan Update & Comprehensive Zoning Revision

FARMLAND PRESERVATION PLAN

- Guidance Document
- Certified by DATCP (Wis. Stat 91 & ATCP 49)
- 10 year plan Approval
- Detailed farmer survey as part of the project
- Drafting/Producing in House (DATCP grant)
- Applied County-wide in unincorporated areas

- Stay committed to our previous goal:

“Maintain the operational efficiency and productivity of the county’s agricultural areas for current and future generations.”



Why a Plan Update?

- DATCP Recertification
- Establishes vision for agricultural preservation, agricultural development, and the development of agricultural enterprises
- Makes Calumet County and towns eligible to participate in the Farmland Preservation Program
- Provide a guidance document to help establish policies to protect farmland for the future



COMPREHENSIVE ZONING REVISION

- Implementation Tool
- Certified by DATCP (Wis. Stat 91 & ATCP 49)
- Approval – 1 year longer than plan certification
- Detailed farmer survey as part of the project
- Drafting/Producing in House
- Applied in four (4) townships (Brillion, Charlestown, New Holstein, and Woodville)

- Stay committed to our previous purpose:

“Promote and protect public health, safety, aesthetics....preserve and promote the County’s Rural Character.....”



Why a Comprehensive Revision?

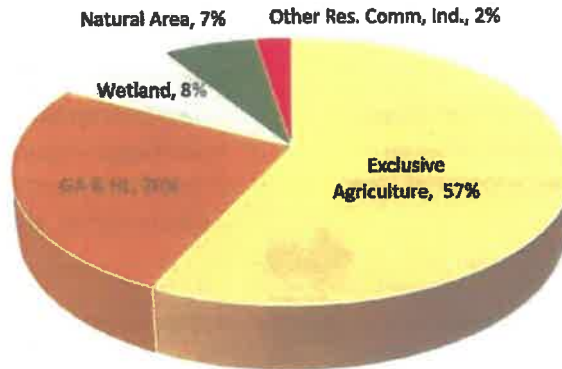
- DATCP Recertification
- Wisconsin Act 67 (Variances & Conditional uses & Nonconforming Lots)
- Wisconsin Act 68 (Nonconforming Structures)
- Wisconsin Act 55 (Shoreland Zoning)
- Reed vs. Gilbert U.S. Supreme Court (Sign Regulations)
- Streamline text 225 pages to 145 pages
- Ease of administration and public consumption
- Revise Base Farm Track System (keep ratio but utilize rezone process rather than conditional use permits for non-farm residences)



WHY ARE THESE DOCUMENTS IMPORTANT

- 62% of our land use is farmland
- 83% of our land (Brillion, Charlestown, New Holstein, Woodville) is zoned EA or GA
- 98% of our land is zoned Large Agricultural, Natural Area, or Wetland
- Less than 2% is zoned residential, commercial or industrial

Existing Zoning Classification



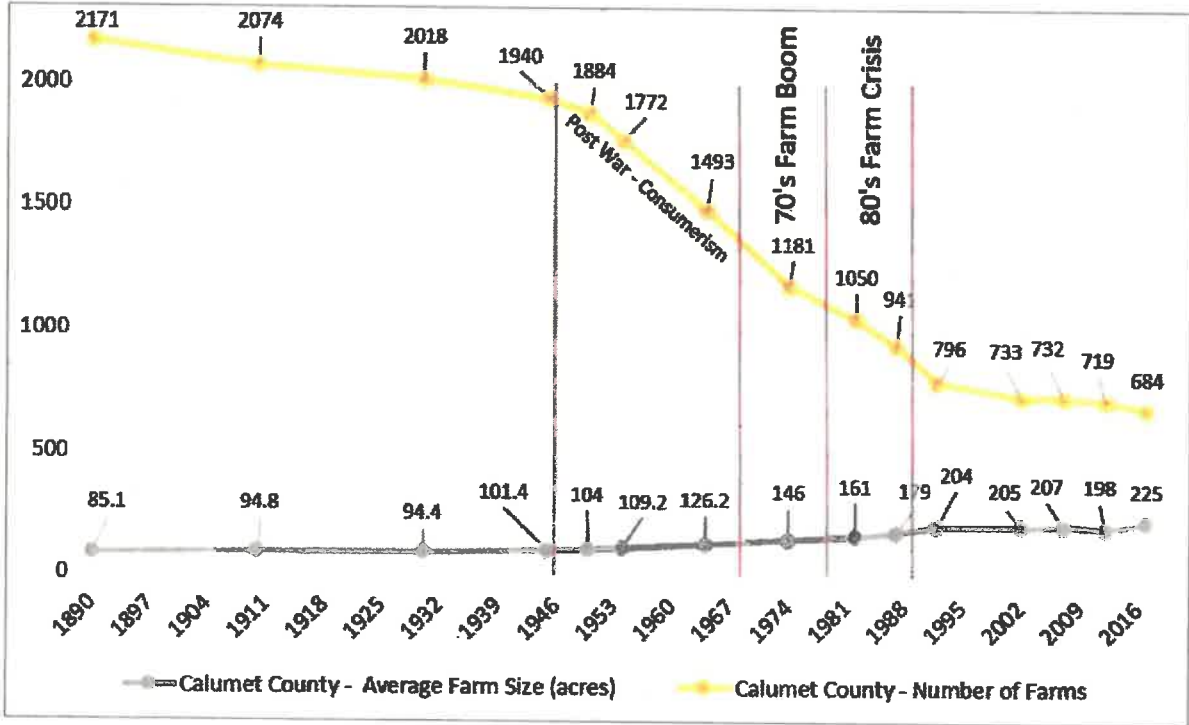
- Allows the County to participate in Farmland Preservation Program
- Farmland preservation program has provided \$1,948,853 in tax credits 2011 – 2017
- Agriculture is a \$1.5 billion industry in the County
- From 2016-2018 Calumet County was the 2nd fastest growing County in Wisconsin

REMAINING TIMELINE(S) – DUAL CERTIFICATION VIA DATCP

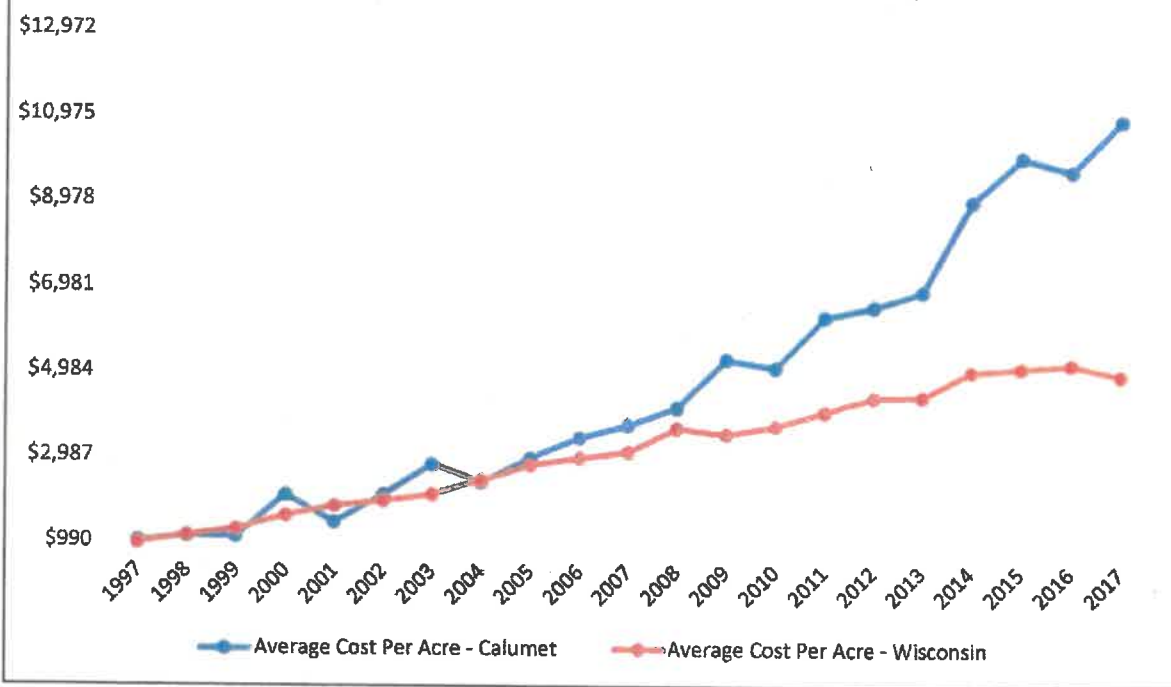
	Farmland Preservation Plan	General Zoning Ordinance Revision
May 22, 2019	Public Informational Meeting (PM)	
May 24, 2019	Class 1 Notice Deadline for Paper	
May 30, 2019	Public Informational Meeting (AM)	
June 7, 2019		Publish Class II Notice for Zoning Ordinance
June 18, 2019		County Board Presentation
July 2, 2019	Public Hearing on Plan – PZ&FP Committee	Public Hearing on Ordinance – PZ&FP Committee
July 15, 2019	Updated Plan to Website	Updated Ordinance to Website
July 15, 2019	Submit Draft Plan to DATCP for certification (90 Day Review)	Submit Draft Ordinance to DATCP for certification (90 Day Review)
September 5, 2019	Committee Recommendation to CB	Committee Recommendation to CB
September 17, 2019	County Board Action on Plan	County Board Action on Ordinance
IF DATCP CERTIFICATION TAKES LONGER THEN BELOW IS THE REVISED TIMELINE		
October 3, 2019	Committee Recommendation to CB	Committee Recommendation to CB
November 4, 2019	County Board Adoption if DATCP Review Takes Full 90 Days	County Board Adoption if DATCP Review Takes Full 90 Days
Mid November	Plan Distribution per Wis. Stat. 66.101 (4)	Final Town Action
NOTE: THERE IS NO COUNTY BOARD MEETING IN OCTOBER		

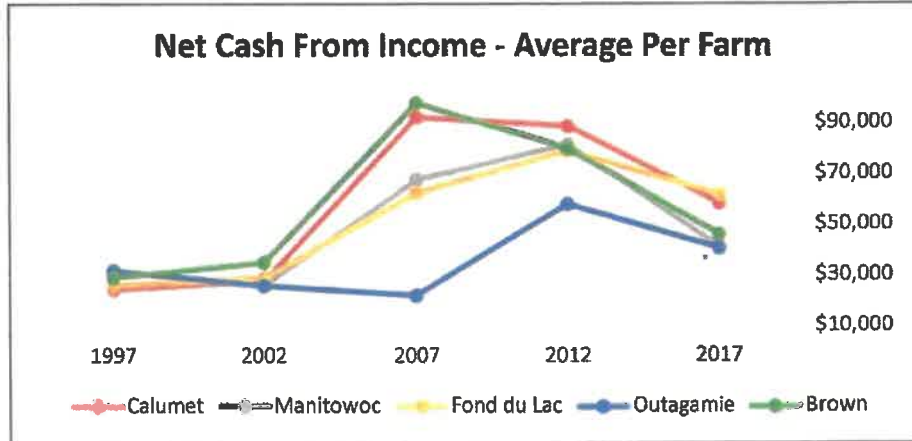
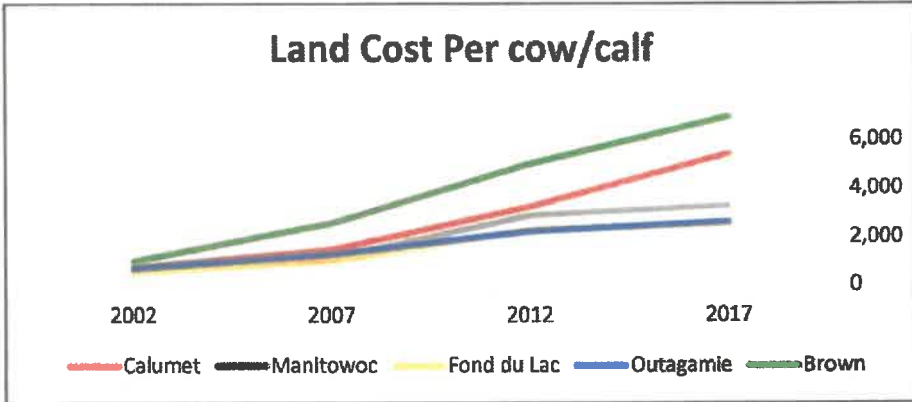
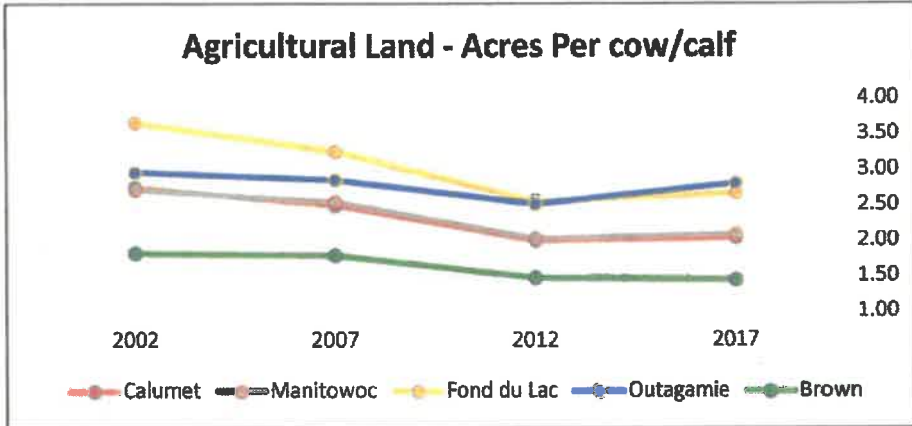
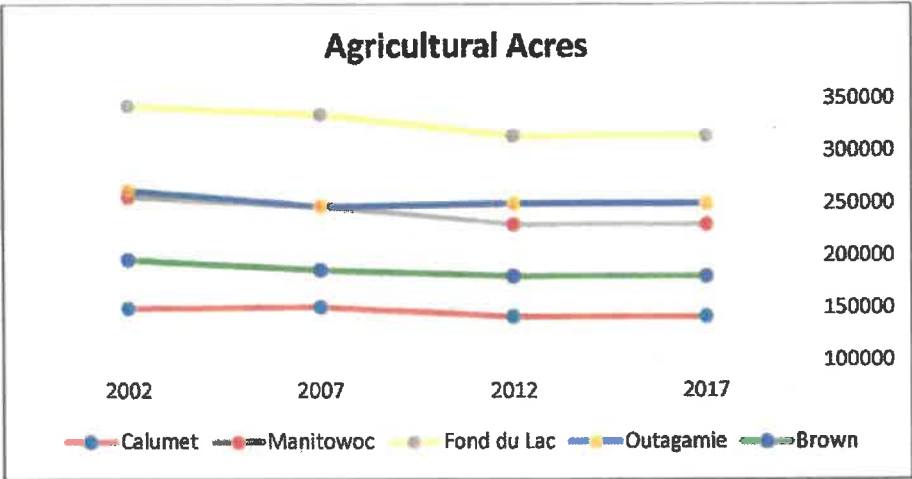
INTERESTING STATISTICS

**Calumet County
Historical Agricultural Land and Farm Trends 1890 – 2017**



Agricultural Land Sales - Land Without Buildings





Wisconsin Disaster Fund (WDF)

The Wisconsin Disaster Fund (WDF) is a state-funded reimbursement program that allows local governmental units – namely, counties, cities, townships, villages, and tribal units of government – to recoup costs incurred while responding to and recovering from disaster events. The state reimburses 70% of eligible costs after the local governmental unit submits a complete WDF application. The fund does not cover individuals, businesses, the agricultural sector, costs associated with snow storms, damages covered by insurance, nor does it provide funds for mitigation activities. The fund does reimburse public disaster costs under three categories of work: debris clearance, protective measures, and road and bridge repair.

How to Apply

County Emergency Management Directors submit the following documents:

1. Within 24 hours of an event: Affected counties submit a UDSR (“Uniform Disaster Situation Report”) to WEM, which provides basic information regarding the event.
2. Within 30 days of the event: A County Notification Form is submitted to WEM, which lists local jurisdictions seeking WDF reimbursement and their estimated recovery costs.

Within 60 days of the event, local governmental units – known as “Applicants” – submit the following documents after all recovery work is complete:

1. The **Applicant Request for State Public Assistance**.
 - Also, a [Disaster or Emergency Declaration](#) will need to be submitted, which can be a state, county, or local declaration, as long as it covers the Applicant’s jurisdiction.
2. The **Local Documentation “Toolkit”** which allows the WDF office to interpret what the Applicant is claiming on a cost-by-cost basis. This is only submitted when ALL work is complete and documented.
 - All [supporting documentation](#) which includes timesheets for labor costs, invoices and cancelled checks for materials and contract work, and other supporting documents as needed.

The documentation submitted by local Applicants, especially the Toolkit and supporting materials, can be difficult to complete without prior knowledge of the WDF documentation process; therefore, applicants are encouraged to watch the WDF applicant briefing below. After watching the video, Applicants will learn that WDF reimbursement is based on documented costs in labor, equipment usage, purchased materials (such as gravel), and contracted work, as long as the work falls under one of the eligible categories of work: debris clearance, protective measures, and road and bridge repair.

WDF Contact Information

Wisconsin Disaster Fund Coordinator
Phone: 608-242-3259
Email: widisasterfund@wisconsin.gov

Disaster Damage Aids (DDA)

Statutory Authority: § [86.34](#)

Admin. Rule: N/A

Objective:

To provide financial assistance to local governments to repair any highway under its jurisdiction that has had significant damage caused by a disaster event that is not located on the State Trunk Highway system.

General Guidelines (For complete information see [DDA Guidelines and Requirements](#))

Within 60 days of the date of the disaster event a county highway committee or the governing unit having jurisdiction over road maintenance may apply for Disaster Damage Aids by submitting a petition ([DT 2067](#)).

- ▶ Applicant submits for final costs payable at 75% for all repairs or replacement to standards similar to those previously existing (replacement) plus 50% of the increased cost of the construction to a higher type (improvement).
- ▶ On claims \$15,000 or less, applicant has the option to accept a cost estimate for repairs. If this occurs, payment is equal to 75% of WisDOT’s calculated estimate for replacement and improvement.
- ▶ On claims submitted for damages caused by any governmental unit, whether it be final costs or estimated costs on a claim of \$15,000 or less, applicant receive 70% for repair or replacement to standards similar to those existing immediately before the damage or destruction.
- ▶ An applicant must submit final costs within two years of the disaster event.
- ▶ If it appears that federal disaster aid may be forthcoming, the Department may extend the 60 day petition deadline.
- ▶ If federal aid is granted for damage to a particular facility, the federal aid shall be in lieu of aid otherwise available for such damage under the state DDA Program.

Annual Amount Appropriated: \$1,000,000

Program Manager: Lorrie Olson, (608) 266-0775, Email: lorrie.olson@dot.wi.gov

Department of Transportation Regional Disaster Representatives by County:

Dane, Dodge, Jefferson	John Marchewka (608) 246-7915 johnr.marchewka@dot.wi.gov
Columbia, Iowa, Lafayette, Green, Rock	Brian Rice (608) 246-3857 brian.rice@dot.wi.gov
Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, Waukesha	Paul Ambrose (262) 548-6730 paul.ambrose@dot.wi.gov
Brown, Calumet, Door, Fond du Lac, Kewaunee, Manitowoc, Marinette, Oconto, Outagamie, Sheboygan, Winnebago	Chris Blazek (920) 492-5645 christian.blazek@dot.wi.gov
Adams, Green Lake, Marquette, Menominee, Portage, Shawano, Waupaca, Waushara, Wood	Kevin Garrigan (715) 421-8386 kevin.garrigan@dot.wi.gov
Florence, Forest, Iron, Langlade, Lincoln, Marathon Oneida, Price, Vilas	Nick Vos (715) 365-5782 nickolas.vos@dot.wi.gov
Crawford, Grant, Juneau, La Crosse, Monroe, Richland, Sauk, Vernon	Robert Hanifl (608) 785-9361 robert.hanifl@dot.wi.gov
Buffalo, Chippewa, Clark, Dunn, Eau Claire, Jackson, Pepin, Pierce, St. Croix, Taylor, Trempealeau	Paul Gingras (715) 836-3038 paul.gingras@dot.wi.gov
Ashland, Barron, Bayfield, Burnett, Douglas, Polk, Rusk, Sawyer, Washburn	Dave Deblaey (715) 392-7886 david.deblaey@dot.wi.gov