

## NOTICE OF MEETING

**COMMITTEE: PLANNING & DEVELOPMENT**  
**DATE: JUNE 6, 2018**  
**PLACE: ONEIDA COUNTY COURTHOUSE – COUNTY BOARD ROOM**  
**TIME: 12:00 P.M. CLOSED SESSION**  
**1:00 P.M. REGULAR MEETING**  
**2:00 P.M. PUBLIC MEETING**

**A quorum may be present consisting of members of the Administration Committee, Conservation & UW-EX Education Committee, Forestry, Land & Recreation Committee, Labor Relations & Employee Services Committee, Public Works Committee, and Social Services Committee. No governing body will exercise any responsibilities, authority or duties except for the Planning and Development Committee.**

### **ALL AGENDA ITEMS ASSUMED TO BE DISCUSSION / DECISION**

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1. Call to order.
2. Approve the agenda.
3. It is anticipated that the committee may meet in closed session pursuant to Wisconsin Statutes, Section 19.85 (1)(g), conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. A roll call vote will be taken to go into closed session.
  - a. Dilapidated structure Town of Cassian
  - b. Junkyard/business Town of Pine Lake
  - c. Status of junkyard complaint in the Town of Pine Lake
  - d. Status of pier violation in the Town of Lake Tomahawk
  - e. Status of pier violation in the Town of Minocqua
  - f. Non-metallic min in the Town of Sugar Camp
  - g. Approve closed session minutes of December 20, 2017, January 3, 2018 and March 14, 2018
4. A roll call vote will be taken to return to open session.
5. Announcement of any action taken in closed session.
6. Public comments.
7. Approve meeting minutes of May 4, May 7, May 9, and May 10.
8. Preliminary Third Addendum to the Little Brown Jug Condominium Plat to change Unit 2 owned by Nathan Czech, and Wilderness Surveying, Jim Rein, surveyor on the following described property: Part of Government Lot 4, Section 11, T39N, R6E, 8622 Lambert Road, PIN MI 6905, Town of Minocqua.
9. Discussion/decision concerning Chapter 20 the Oneida County Floodplain Ordinance. The committee will be discussing recent correspondence from Wisconsin Department of Natural Resources on a proposed draft policy.

10. Discuss an expired zoning permit and a dilapidated structure on property described as CA 964-3.
11. Discussion/decision concerning creating a new ordinance to regulate tourist rooming homes in all zoning districts.
12. Discussion/decision on changes to Chapter 9 the Oneida County Zoning and Shoreland Protection Ordinance to amend Article 5, Section 9.57 and Article 10, Definitions, Article 2, Section 9.24, Residential and Farming, and Section 9.27, Manufacturing and Industrial. This is related to confined animal feedlot operations.
13. Discussion/decision on outdoor displays. The committee will be discussing two issues. Setback to right-of-way and the requirement to obtain a conditional use permit.
14. Discussion/decision on mobile food units.
15. Discussion/decision on changes to Chapter 9 the Oneida County Zoning and Shoreland Protection Ordinance to amend Article 2, Section 9.20(E), Accessory Uses and Structures. (This is to get rid of the moratorium)
16. LTE Staffing request.
17. Discuss status of Chapter 9, Article 9, Shoreland Zoning. Staff and the committee will be having a general discussion on the rollout of forms, fees, and new ordinance language.
18. Discuss/decision/prioritization of 2018 Oneida County Planning and Zoning Department projects.
19. Refunds.
20. Line item transfers, purchase orders, and bills.
21. Approve future meeting dates: June 20 and July 11.
22. Public comments.
23. Future agenda items.

CONDUCT PUBLIC HEARING ON THE FOLLOWING:

24. **Conditional Use Permit** application by Jeff Bolander/Jefflin LLC, owner/applicant to operate a multi-tenant retail building with three suites, and an outdoor display area for a bait shop business located in the northerly tenant space on the following described properties: Part of SW ¼ NE ¼, Section 11, T39N, R6E, 8654, 8652 and 8650 Hwy 51, PIN's # MI 2171-10A and MI 2171-4, Town of Minocqua.
25. **Conditional Use Permit** application by Josh Russart/Northwoods Argo Kayak, applicant, Peckman Investments LLC, owner, to operate kayak tours, park a shuttle van with trailer, display an Argo ATV and storage of kayaks on racks outdoors on the following described property: Part of Gov't Lot 2 and SW NE, Lot 1 CSM V5 P1442, Section 11, T39N, R6E, 8677 Hwy 51, PIN# MI 2176-16, Town of Minocqua.
26. Adjourn.



**GENERAL REQUIREMENTS:**

- 1. Must be held in a location which is reasonably accessible to the public.
- 2. Must be open to all members of the public unless the law specifically provides otherwise.

**NOTICE REQUIREMENTS:**

- 1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
- 2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

**MANNER OF NOTICE:**

Date, time, place and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to apprise members of the public and news media.

**TIME FOR NOTICE:**

- 1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
- 2. No less than 2 hours prior to the meeting if the presiding officer establishes there is good cause that such notice is impossible or impractical.
- 3. Separate notice for each meeting of the governmental body must be given.

**EXEMPTIONS FOR COMMITTEES & SUBUNITS**

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful setting to act or deliberate upon the subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

**PROCEDURE FOR GOING INTO CLOSED SESSION:**

- 1. Motion must be made, seconded and carried by roll call majority vote and recorded in the minutes.
- 2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

**SYNOPSIS OF STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:**

- 1. Concerning a case which was the subject of Judicial or quasi-judicial

trial before this governmental body

- 2. Considering dismissal, demotion or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
- 3. Considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Sec. 19.85(1)(c).
- 4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
- 5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
- 6. Considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f), except where paragraph 2 applies.
- 7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
- 8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

**PLEASE REFER TO CURRENT STATUTE SECTION 19.85 FOR FULL TEXT CLOSED SESSION RESTRICTIONS:**

- 1. Must convene in open session before going into closed session.
- 2. May not convene in open session, then convene in closed session and thereafter reconvene in open session within twelve hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
- 3. Final approval or ratification of a collective bargaining agreement

may not be given in closed session.

- 4. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session.
- 5. In order for a meeting to be closed under Section 19.85(1)(f) at least one committee member would have to have actual knowledge of information which he or she reasonably believes would be likely to have a substantial adverse effect upon the reputation involved and there must be a probability that such information would be divulged. Thereafter, only that portion of the meeting where such information would be discussed can be closed. The balance of that agenda item must be held in open session.

**BALLOTS, VOTES AND RECORDS:**

- 1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
- 2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
- 3. Motions and roll call votes must be preserved in the record and be available for public inspection.

**USE OF RECORDING EQUIPMENT:**

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

**LEGAL INTERPRETATION:**

- 1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
- 2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

**PENALTY:**

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

Prepared by Oneida County Corporation Counsel Office - 5/16/96