

**GREEN LAKE COUNTY
LAND USE PLANNING AND ZONING
COMMITTEE MEETING MINUTES
Thursday, May 7, 2020**

CALL TO ORDER

Planning & Zoning Director Matt Kirkman called the meeting of the Land Use Planning and Zoning Committee to order at 4:30 p.m. in the Green Lake County Government Center, County Board Room #0902, Green Lake, WI. The requirements of the open meeting law were certified as being met. Public access was available through via remote programming as well as in person.

Present: **Bill Boutwell, Chuck Buss, Don Lenz, Harley Reabe, Curt Talma, Keith Hess (alternate)**

Absent: **None**

Also Present: **Matt Kirkman**, Land Use Planning and Zoning Director

Liz Otto, County Clerk

Dawn Klockow, Corporation Counsel (via Zoom)

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Motion/second (Boutwell/Reabe) to approve the minutes of the March 5, 2020 meeting with no additions or corrections. Motion carried with no negative vote.

Committee members performed self introductions.

ELECTION OF COMMITTEE CHAIR

Motion/second (Reabe/Boutwell) to nominate Curt Talma for Chair. Kirkman called for nominations 3 times.

Motion/second (Reabe/Boutwell) to close the nominations and cast a unanimous ballot. Motion carried with no negative vote.

Kirkman turned the meeting over to Chair Talma.

ELECTION OF COMMITTEE VICE CHAIR

Motion/second (Lenz/Talma) to nominate Bill Boutwell for Vice Chair. Talma called for nominations 3 times. **Motion/second (Reabe/Buss)** to close the nominations and cast a unanimous ballot. Motion carried with no negative vote.

DEPARTMENT ACTIVITY REPORTS

a. Financial reports

Matt Kirkman gave an overview and explanation of February and March financial reports.

b. Permits

Matt Kirkman gave an update of land use and septic permits for February and March.

c. Violations

Matt Kirkman explained the violation process and provided information on the status of current violations. Corporation Counsel Klockow also gave an update on septic violations.

DEPARTMENT/COMMITTEE ACTIVITY

a. Staff Update

Matt Kirkman stated that an Administrative Assistant is scheduled to start on June 1. Krista Kamke, Land Use Specialist, will be terminating her employment on May 15 and that position is currently being advertised.

FUTURE COMMITTEE ACTIVITIES

- b. Future agenda items** – zoning ordinance amendments, private sewage ordinance update
- c. Next meeting date** – June 4, 2020
 - Business meeting – 4:30 p.m.
 - Public hearing – 5:30 p.m.

ADJOURN

Chair Talma adjourned the meeting at 5:10 PM.

Respectfully submitted,

**Liz Otto
County Clerk**