

### **1. Call to Order**

Chairman Tom Richart called the meeting to order at 1:01 pm. Comprehensive Planning Board (CPB) members present included: Chairperson Tom Richart, Vice-Chairperson Cindy Bock, Irena Macek, Barbara Jobs, Glenn Stumpf and Alternate Don Korinek. Ozaukee County staff present included: County Administrator Tom Meaux, Planning and Parks Department Director Andrew Struck and Planning and Parks Intern Lisa Haselow. Southeastern Wisconsin Regional Planning Commission (SEWRPC) staff present included: Principal Planner Rick Kania and Chief Community Assistance Planner Nancy Anderson.

### **2. Assurance that the Meeting has been Properly Noticed and Adoption of Agenda**

Chairman Tom Richart asked staff if the meeting had been properly noticed and agenda posted. Andrew Struck noted that the meeting was properly noticed and agenda posted.

**Motion by Supervisor Glenn Stumpf and seconded by Supervisor Irena Macek to adopt the agenda as printed. All members present voting aye, motion carried unanimously.**

### **3. PUBLIC HEARING – Proposed Amendment 2013-01 to the adopted “Multi-jurisdictional Comprehensive Plan for Ozaukee County: 2035”**

Chairman Tom Richart opened the public hearing for the proposed amendment 2013-01 to the adopted Multi-jurisdictional Comprehensive Plan for Ozaukee County: 2035.

Andrew Struck noted copies of the Amendment 2013-01 were available for the public at the front of the room. Mr. Struck noted this amendment to the plan (Multi-jurisdictional Comprehensive Plan for Ozaukee County: 2035) is intended to accomplish the following:

1. Update planned land use categories for lands owned by Ozaukee County to reflect the County's planned uses of each parcel. County-owned parcels in unincorporated (town) areas are intended to be placed in consistent zoning districts to be adopted as part of a pending Ozaukee County Zoning Ordinance.
2. Incorporate the Park and Open Space Plan for Ozaukee County: 2035 as a component of the County comprehensive plan. The park and open space plan was adopted by the County Board on June 1, 2011, as a stand-alone plan.

Mr. Struck pointed out the map of Planned Land Uses in the Ozaukee County Planning Area: 2035 displayed in the room.

Cindy Bock joined the meeting at 1:04 pm.

Andrew Struck noted the second part of the amendment addresses the incorporation of the Park and Open Space Plan for Ozaukee County (POSP). The POSP was already adopted as a stand-alone plan in June 2011, and this adjustment will incorporate the POSP as part of the County Comprehensive Plan. Chairman Richart noted the Comprehensive Plan was adopted in 2008 and amended in 2009. Chairman Richart asked for comments from the public. Andrew Struck noted the public should state their name and address before making comments for the record and that there is a sign-in sheet being passed around the room.

Mr. Struck noted the proposed county-owned lands zoning ordinance public hearing was already held, and this public hearing does not cover specific issues related to the zoning ordinance, but rather the amendment to the Multi-jurisdictional Comprehensive Plan for Ozaukee County. Laura Mildebrandt, a Town of Saukville resident, asked why meetings are held during the day when people have to be at work. Chairman Richart responded that meeting times are scheduled based on the history of the meeting schedule. Peter Kowalchuk, a Fredonia resident, noted he was concerned with the changes to extractive mining as he read through the document. Mr. Kowalchuk noted 389 acres were set aside for mining

operations and now those acres are deleted. Mr. Kowalchuk noted that the town had put together a Comprehensive Plan for how land should be used, and asked if it is true that the County can now make changes. Mr. Struck noted that the acreages were removed from the text of the "description of land use categories", but are retained in Table 102 for each land use category. Mr. Kowalchuk asked why changes are being made with this amendment. Mr. Struck noted the change in acreage for a given land use in the plan is to be consistent with the changes as a result of the Park and Open Space Plan and the acreage of county-owned lands within unincorporated areas reflected in the zoning ordinance. Mr. Struck discussed the percent of total land use for extractive use versus other land uses in the County. Mr. Kowalchuk expressed concern about the expansion of extractive mining. Mr. Struck noted that the amendment is identifying the future land use as Park and Recreation. Laura Mildebrandt asked which County-owned sites are currently used for extraction. Andrew Struck noted that County-owned extractive sites include: the Pinnacle and Hetzel Pit properties in Fredonia, and Lakeland/Guenther Farmstead property in Saukville. John DeStefanis, Town of Saukville attorney, noted he spoke at the public hearing a week ago regarding the County-owned lands zoning ordinance. Mr. DeStefanis noted the meeting today is not about the zoning ordinance, but it is related. John DeStefanis noted, under Wisconsin law, units of government are required to have comprehensive plans if they conduct zoning. Mr. DeStefanis noted it is the intention of the County to use the new purchase of approximately 35 acres for extractive use. Mr. DeStefanis also noted the County intends to create an extractive zoning district. Mr. DeStefanis noted the County has not had the zoning district in the past. The Town of Saukville, however, has had a zoning ordinance since 1957. Mr. DeStefanis noted the Town has long been concerned about non-metallic mining uses and that was the subject of a case that went to court. Mr. DeStefanis noted while Ozaukee County's gravel pit has existed for a long time, the Town of Saukville has been concerned that the County may seek to expand extraction. The Town of Saukville evolved its zoning code more than 10 years ago and asked the County to discuss the future of mining in the Town. John DeStefanis noted the Town asked for a "reasonable fade out" of extraction. Mr. DeStefanis noted the Town of Saukville residents made it known that they do not want to house a site for extraction forever. In 2002, Mr. DeStefanis wrote a letter to the County to discuss this matter. Mr. DeStefanis stated that the County did not respond to that request. Mr. DeStefanis noted he thinks it is fair to say the request was ignored. Mr. DeStefanis noted that, in frustration, the Town of Saukville started a lawsuit against the County to force the County to face the issue. Finally, the Town decided to end the lawsuit due to high cost and workload. Mr. DeStefanis noted he does not think this has changed the view of the residents of the Town. John DeStefanis noted he understands that the County saw it appropriate to incorporate the adopted Park and Open Space Plan and feels we need to have reclamation plans for extractive sites. Mr. DeStefanis feels the important issue for the County is whether it is an appropriate policy for the County to be forcing extractive action on the residents for a long term period of time. Mr. DeStefanis noted residents generally do not want the extraction sites. Mr. DeStefanis asked to readdress the issue at the public comment session during the meeting. Chairman Tom Richart asked for any other comments. Chairman Richart asked for a motion to close the public hearing.

**Motion by Supervisor Cindy Bock and seconded by Supervisor Irena Macek to close the public hearing. All members present voting aye, the motion carried unanimously.**

The public hearing closed at approximately 1:30 pm.

#### **4. Approval of Minutes (February 21, 2013)**

Andrew Struck noted that there are some minor typographical errors that will be addressed on page 2 second paragraph, page 3 first paragraph and on the top of page 4. Mr. Struck also noted that page 5 has an error where "and zoning ordinance" should be added to the text under item 6, third sentence from the end. Chairman Tom Richart asked for approval of minutes with these amendments.

**Motion by Supervisor Cindy Bock and seconded by Supervisor Irena Macek to approve the minutes of the February 21, 2013 meeting of the Comprehensive Planning Board as amended. Five members present voted aye, Supervisor Glenn Stumpf abstained, the motion carried.**

#### 5. Public Comment and Written Communications

Andrew Struck noted that there was one written communication from Supervisor Rick Bauzenberger included in the CPB packet with regard to the Farmland Preservation Plan. Chairman Tom Richart noted one other piece of written communication was received just prior to this meeting from Lee Frank, a Town of Saukville resident, with regard to the proposed creation of Chapter XV, Ozaukee County-owned Lands Zoning Ordinance. Chairman Richart read the written communication out loud. Kate Smallish noted she is a citizen and tax payer in the Town of Saukville. Kate noted she feels this meeting is a charade to make the citizens feel as if their voices are being heard, although they are not. Kate noted the County should not be proud of this meeting. Chris Ford noted he is a Town of Saukville resident who has been aware of the non-metallic mining controversy. Chris asked what the County plans are for the extraction sites. Chris asked if the information is available. Tom Meaux offered to send Chris the information. Chris asked if anyone can summarize the current plans for the quarry.

Andrew Struck noted the future land use will be park and recreation following extractive uses. Chris asked if there is any study to tell how long it will be mined before mining ceases. Andrew noted he does not know, but it may be available from the Highway Department. Chris noted he is part of the Land Preservation Board for Ozaukee County and noted he assumes there is a long-term plan for each of the extractive sites. Chris asked if these plans are in the Park and Open Space Plan (POSP). Andrew responded there are conceptual park and recreation plans for each of the extractive sites and they are summarized in the POSP. Chris noted he is sympathetic to the residents who do not want loud machinery by their house, but if it cannot be stopped legally, it will eventually happen. Chris noted if extractive use cannot be stopped there should be a discussion between the Town and the County about an attempt to resolve the dispute to give both parties the most benefit. Chris noted he hopes his neighbor is compensated for the devaluation of her property if the extraction cannot be stopped.

Supervisor Barb Jobs noted the Town of Saukville adopted their revised zoning ordinance in 2000 and she is aware of the letter that was sent out the County. Supervisor Jobs noted there was extensive public opinion surveying done and it revealed that mineral extraction was discouraged by 68% of the Town of Saukville. Supervisor Jobs asked what happens when this new parcel for extraction is used up. Supervisor Jobs asked if a new location will be added. Supervisor Barb Jobs noted she believes that this is the concern of the citizens. Supervisor Jobs asked what happens when the gravel is gone at these locations. Mr. Struck noted that the zoning must be consistent with the future land use and if the future land use was to be amended, it would need to go through a Comprehensive Plan amendment process and public hearing before a zoning change could occur for a new parcel. Chris Ford noted he understands there is a contractual agreement in dispute between the Town and the County. Chris noted even if the County has the power to rezone, maybe a contract between the Town and County could act as a limitation upon actions of the County. Chris noted he is suggesting this as a citizen of the County.

Supervisor Jobs noted there was no contact between County and Town of Saukville about the inclusion of the new 35 acre parcel. Supervisor Jobs noted that she found out about the acquisition in the Ozaukee Press newspaper. Supervisor Jobs noted that the Town of Saukville people are very upset about the topic. Supervisor Jobs noted that the zoning ordinance should have been adopted before the land was purchased, so people could have known the use. Laura Mildebrandt asked if anyone looked at the Town of Saukville area to understand what is out there. Kate Smallish asked if the County knows how many homes are directly surrounding the extractive site. Kate noted she envisions a bunch of holes with houses in between. Kate noted the concerns of the County seem to have nothing to do with the concerns of the citizens. Susan Eaton noted her biggest concern is giving the County the power to overtake the local government in terms of zoning. Susan asked what happened to local government and democracy and the voice of the people. Susan noted the Town of Saukville will put up a fight about this topic. Laura Mildebrandt noted the residents on her road will take up legal action if this is pursued.

Supervisor Don Korinek noted he is from Grafton, and the problem with the Town of Grafton is that the land tax base is dropping off. Supervisor Korinek noted the problem is that other cities and villages are annexing land from the Town of Grafton. Supervisor Korinek noted the Town of Grafton tax base will get so bad that the Town of Grafton will have to be absorbed by another village or city. Supervisor Korinek noted the problem is that the way the towns are set up in the Wisconsin State Statutes allows for very few rights to retain land. Supervisor Korinek noted most towns do not have to worry about this yet, but the Towns of Saukville and Grafton do have to be worried. Kate Smallish noted that the Town of Grafton situation is different than being absorbed for extractive sites. Rita Pavlik, a resident of the Town of Saukville, asked if anyone had driven down Hwy 32 by Racine. Ms. Pavlik does not want the Town of Saukville to look like Racine. Seetha Denzien, a Town of Saukville resident, noted this is an emotional subject. Seetha does not think the County is taking into consideration what this will do to the property values for people who live in the area. Seetha asked how members of the Board would react if this happened in their backyard. Seetha noted she is upset to watch people who are supposed to represent her take this action. Seetha was born in India where you can just take someone's property, and she thought the government here would be more understanding. Seetha asked the Board to interview residents around the area. Seetha noted the residents do not want extractive use, and when it comes time they will retaliate. Peter Kowalchuk, a Town of Saukville resident, noted that in 2008 Forbes Magazine listed Ozaukee County as 2nd in "America's Best Places to Raise a Family." Peter noted the U.S.A. is the best country in the world to live. Peter noted he feels Ozaukee County is the best place in the U.S.A. to live. Peter noted this discussion is about quality of life issues. Peter noted if Ozaukee County is one of the best places in the world to live, why would we put all the quality of life issues at stake. Peter noted no one moved to Ozaukee County because of the inexpensive sand and gravel. Peter noted he moved here for the quality of life.

Chairman Richart asked for any other public comments. Supervisor Jobs noted there is a lot of tax exempt land in the Town of Saukville. Tom Meaux noted that the County does pay for the County golf courses, and the golf courses make a County levy payment or contribution to the County Parks. Supervisor Jobs noted the Town of Saukville taxpayers pay taxes for the local roads and for fire protection, not the County. Supervisor Jobs noted it is wonderful to have amenities like golf courses, but it is costly. Supervisor Jobs noted that County taxes pay for County golf courses. Mr. Struck noted that the County golf courses are paid for by user fees and are not on the County tax levy. Supervisor Jobs noted in the Land Preservation Board meeting this morning that it was stated that nobody wants to raise taxes. The only way to raise taxes in the Town of Saukville is to have a public hearing where a resident votes to raise taxes. She noted that this will never happen, so the tax base is limited. Chairman Tom Richart asked Tom Meaux if the County owns the approximately 35 acre Opitz property in the Town of Saukville. Tom Meaux explained that the County acquired (closed on) that property in late January or early February this year. Supervisor Barb Jobs noted the decision to buy the property was made when the land was not zoned for extraction. Laura Mildebrandt asked why the property was not offered to her or a neighboring property owner. Supervisor Jobs noted she had no knowledge that this was happening. Kate Smallish noted she would like to comment on Supervisor Jobs statement. Kate Smallish noted at the time Mr. Opitz was negotiating with the County, he was also asking to be considered under farmland preservation. Ms. Smallish noted the property the County bought was the only one with a low LESA score for farmland preservation. Andrew Struck responded that the LESA study was done in 2007 and 2008 as part of the comprehensive planning process. Mr. Struck further noted that each parcel was reflective of a composite score with numerous criteria that multiple committees approved. Kate asked how it is possible that the Guenther Pit, which was an extractive site, earned a good LESA score, but the Opitz property did not. Mr. Struck noted that neither parcel scored particularly well; however, each individual parcel was a composite score of approximately 14 criteria including factors such as environmental features on the property such as wetlands. Mr. Struck further noted that the parcel only needed to have 2% agricultural use to be considered under the LESA scoring. Chairman Richart noted there was a citizen advisory council that worked with assigning LESA criteria and scores. Mr. Struck reiterated that the advisory council looked at any parcel with more than 2% agricultural land use to be considered as an eligible parcel for the analysis and environmental features factored into the criteria.

Chairman Richart asked if there was any other public comment. There was no additional public comment, so Chairman Richart proceeded with the agenda.

**6. Update / Discussion / POSSIBLE ACTION on the adopted Multi-jurisdictional Comprehensive Plan for Ozaukee County: 2035**

- **Update, Discussion and POSSIBLE ACTION on the Resolution for the Proposed Amendment 2013-1 to the Multi-jurisdictional Comprehensive Plan for Ozaukee County: 2035**

Supervisor Cindy Bock noted she and Chairman Richart are veterans on the Comprehensive Planning Board, and it bothers her immensely that there was not cooperation a decade or more ago between the Town of Saukville and Ozaukee County. Supervisor Bock noted she has served on various planning boards and committees at the County and City of Mequon over many years. Supervisor Bock noted that eventually the land at the extraction sites will become park land as the future land use is designated as Park and Recreation in this Amendment. Supervisor Bock noted the extraction sites have been used for maintaining roads in Ozaukee County and have provided for the public good. Supervisor Bock noted these decisions are not easy to make and the gravel from the extraction sites maintains the County roads. Kate Smallish requested to speak and commented that these issues are dealing with the County, but not the Town. Ms. Smallish also noted that the gravel from the pits is inferior and cannot be used on highway roads. The gravel can only be used on lesser roads. Supervisor Barb Jobs noted her family homestead is 117 years old, and she understands that this is an emotional topic. Supervisor Jobs noted the Highway Committee was considering selling asphalt to 10-12 customers for parking lots and driveways in the past. Supervisor Jobs attended the meetings and the Corporation Council told the County they cannot sell asphalt for private purposes. Supervisor Jobs noted she thought municipal government was set up to serve the people and not to make money. Supervisor Jobs noted she can see why people are upset. She noted she is wondering where this will end. Supervisor Jobs asked if there be a new extraction site across the road in the future. She noted it is one thing to take flat land and dig it down and another to dig into a hill. Supervisor Jobs noted the extraction sites were flat land and they will never look like a park in the future. She noted these sites will be filled with potholes and water.

Chairman Richart asked for discussion by the Board on the Amendment. Chairman Richart noted he is trying to balance the needs of the County residents and the Town residents. John DeStefanis, the Town of Saukville attorney, pointed out the County can only do the zoning in unincorporated areas, not in places like the City of Mequon. Chairman Richart noted he understand the public is concerned about the current situation and the future. Supervisor Bock noted this discussion is addressed by the language on page 10 of the plan amendment. Supervisor Bock suggested the possibility of removing the word "planned" under the second bullet point where it states "an extractive zoning district applied to existing or planned County-owned extractive sites...". Supervisor Bock further noted that the restoration from extractive site to park will happen gradually. Supervisor Bock noted when the extraction is complete the sites will become public open space owned by the County and that this is the future land use in the Amendment.

Laura Mildebrandt requested to speak and noted the current addition of 35 acres is the problem. Supervisor Bock noted the plan amendment needs to move forward. Andrew Struck reiterated that this is a proposed amendment for the County Comprehensive Plan and planned land use map and not the zoning ordinance. He further noted that the plan amendment specifies a park and recreation future land use in the text and on the planned

land use map. The zoning ordinance addresses the zoning for the property and compatible uses. He summarized by noting the decision before the Board today is regarding the plan amendment and future land use. Mr. Struck noted the amendment before the Board today is to recommend the future land use as park and recreation. He noted that the Natural Resources Committee will consider the zoning ordinance. Supervisor Bock noted there are many steps in this process, and the step today is to amend the County Comprehensive Plan to state that when extraction is complete and the land will become park and recreation. Supervisor Bock noted the zoning ordinance will come through the County Board after it is passed and recommended by the Natural Resources Committee.

Chairman Richart asked for a motion to approve the amendment and resolution as written to recommend the adoption of the resolution and ordinance by the Ozaukee County Board of Supervisors.

**Motion by Supervisor Cindy Bock and seconded by Supervisor Glenn Stumpf that pursuant to Sections 59.69 and 66.1001(4)(b) of the Wisconsin Statutes, the Ozaukee County Comprehensive Planning Board hereby approves Amendment 2013-01 to the comprehensive plan embodied in SEWRPC Community Assistance Planning Report No. 285, A Multi-Jurisdictional Comprehensive Plan for Ozaukee County: 2035. The Comprehensive Planning Board does also hereby approve and recommend by resolution that the Ozaukee County Board of Supervisors enact an ordinance adopting Amendment 2013-01 to the Multi-jurisdictional Comprehensive Plan for Ozaukee County: 2035. Five members present voted aye, Supervisor Barb Jobs voted nay, the motion carried.**

Chairman Richart asked for any further discussion. Supervisor Barb Jobs noted the public is welcome to attend the May 1, 2013 County Board of Supervisors meeting.

7. **Update / Discussion / POSSIBLE ACTION on the Farmland Preservation Plan (FPP) for Ozaukee County and the Department of Agriculture, Trade and Consumer Protection (DATCP) Farmland Preservation Planning Grant**

- **Review, Discussion, and POSSIBLE ACTION on Proposed Revisions to the Draft *Farmland Preservation Plan for Ozaukee County: 2035* including associated tables and maps per review comments from DATCP for the plan re-certification and recommendation of the FPP CAC**

**(The current Draft Farmland Preservation Plan for Ozaukee County is located at:**

**[http://www.co.ozaukee.wi.us/PlanningParks/PlanningParks\\_FarmlandPres\\_Plan.asp](http://www.co.ozaukee.wi.us/PlanningParks/PlanningParks_FarmlandPres_Plan.asp)**)

Andrew Struck noted the CPB packets included the past Farmland Preservation Plan Citizen Advisory Committee meeting minutes. Mr. Struck noted the DATCP comments were reviewed at the last meeting. Andrew Struck noted the track change version in the packets addresses the DATCP comments. Andrew Struck noted the major change was the farmland preservation area designations and the elimination of the farmland preservation areas in the Town of Cedarburg and the City of Mequon. Rick Kania noted the package shows a cover letter and comments from DATCP, particularly with regard to the farmland preservation areas in the Town of Cedarburg and City of Mequon. Glenn Stumpf asked why DATCP did not agree with the farmland preservation area in the Town of Cedarburg. Mr. Struck read the comments from DATCP to explain that Town of Cedarburg and City of Mequon were noted as not appropriate farmland preservation areas due to their isolation from other farmland preservation areas, proximity of development and also the size of the farmland preservation areas. Andrew Struck referenced the Town of Cedarburg and City of Mequon farmland preservation area maps displayed in the room. Mr. Struck also noted that the areas of land outside of Ozaukee County in Washington County and adjacent to these locations are not

participating in farmland preservation. Mr. Struck noted that the Town of Fredonia and Town of Belgium are the two Towns that have designated farmland preservation areas. Andrew Struck noted that just because land is not in a farmland preservation area does not mean that the land cannot remain farmland; it just means owners of the land cannot take advantage of a state farmland tax credit or possibly other state and federal programs. Rick Kania noted the farmland preservation areas are displayed on the maps and include a large portion of the Towns of Belgium and Fredonia. Andrew Struck and Rick Kania summarized the remainder of the edits per the DATCP comments noting that most relate to acreage adjustments, inclusion of a new sewer service area map that includes 2010 delineations and references to other sections of the Farmland Preservation Plan. Rick Kania addressed all the changes in the track change version of the revision for the CPB members. Tom Richart asked if there were any questions. There were no further questions regarding the changes to the Farmland Preservation Plan.

**Motion by Supervisor Cindy Bock and seconded by Supervisor Barb Jobs to approve the proposed revisions to the draft Farmland Preservation Plan for Ozaukee County: 2035 as presented. All members present voting aye, the motion carried.**

Supervisor Barb Jobs noted that she thinks the Town of Belgium will be the most successful for preserving farmland. She noted the Town of Saukville did try to move forward with farmland preservation, but it did not work out and there were few interested landowners. Rick Kania emphasized that the track change revision on page 2 at number 6 includes a final sentence that notes there are other ways to protect farmland besides farmland preservation areas that are identified in the Farmland Preservation Plan. Mr. Kania mentioned it is important for all local governments to attempt to preserve farmland in other ways. Supervisor Barb Jobs noted that some of the conservation subdivision methods and pictures came from the Town of Saukville ordinance. Rick Kania noted that he echoed his statement at the LPB and FPP CAC meetings, so hopefully governments will continue with farmland preservation using alternate methods even if they are not in farmland preservation areas. Chairman Richart asked for any other discussion about the topic. There was not further discussion.

▪ **Update and Discussion on the Tentative Timeline for Completion of the Farmland Preservation Plan for Ozaukee County**

Andrew Struck reviewed a tentative timeline for completion of the FPP. He noted that there is a plan to hold two public informational meetings and public hearing, but the dates are not set yet. Following the public informational meetings and public hearing and any necessary adjustments, the FPP will come back to the CPB for approval and recommendation by resolution to the County Board. Once the County Board adopts the FPP, it will be sent to DATCP for certification. Andrew Struck noted that after it is adopted by the County Board as a separate plan and then certified by DATCP, it will need to be incorporated into the Comprehensive Plan as an amendment, which will require another public hearing. Andrew Struck noted that he expects this process will take the balance of this year. Chairman Richart asked if the public hearings are held with the CPB. Andrew Struck noted the public information meetings will not require CPB member attendance, but both public hearings will be held before the CPB.

**8. Planning Information/News and Education & Outreach**

Andrew Struck noted there are several articles included in the packet. One article is a status report from DATCP. Chairman Tom Richart noted one item came from Supervisor Bauzenberger. Chairman Richart noted Supervisor Rick Bauzenberger is sponsoring a meeting on April 22, 2013 at Fire Ridge Golf Club from 7-8:30 pm. The meeting will deal with private property rights.

**9. Next Meeting Date(s) – Tentatively Tuesday, May 21, 2013**

Andrew Struck noted the next meeting is tentatively set for May 21, 2013. However, he noted there is a high likelihood the meeting will not be needed. Mr. Struck noted he will be in contact with Chairman Richart to determine whether the meeting is needed or whether it will be rescheduled to another date.

**10. Adjournment**

Chairman Tom Richart asked for motion to adjourn.

**Motion by Cindy Bock and seconded by Irena Macek to adjourn the meeting. All members present voting aye, the motion carried unanimously.**

Meeting adjourned at 2:52 PM.

*Respectfully recorded and submitted by Lisa Haselow and Andrew Struck.*