



## **VERNON COUNTY ZONING & SANITATION**

318 Fairlane Drive, Suite 226-227

Viroqua, WI 54665

608-637-5270

vernonctyzoning@vernoncounty.org

- Opening:** The regular meeting of the Vernon County Zoning Committee was called to order at 8:32 AM on December 10, 2019 in the Vernon County Courthouse, Room 102 by Eric Evenstad.
- Present:** Eric Evenstad, Chairman  
Will Beitlich, Vice-Chair  
Garrick Olerud, Committee Member  
Kevin Larson, Committee Member  
Roger Call, Committee Member
- Serena Inman, Personnel Director, was also present.
- Affirmation of Proper Public Notice of Meeting:** Ashley Oliphant, Zoning Administrator, confirmed proper public notice of meeting was given.
- 1<sup>st</sup> Opportunity for Public Comment:** No Public Comment
- Approval of Minutes:** The minutes of the previous meeting were reviewed and amended by Eric Evenstad and unanimously approved.
- Eric Evenstad made first motion to approve amendment.  
Roger Call made second motion to approve amendment.
- Department Report:** Ashley Oliphant read income and expense report along with the bills report. These reports were unanimously approved.
- Kevin Larson made first motion to approve.  
Garrick Olerud made second motion to approve.
- Closed Session – Personnel Classification:** At 8:37 AM, the meeting was unanimously approved to go into closed session to discuss the possible reclassification of the Assistant Zoning Administrator.
- Garrick Olerud made first motion to go into closed session.  
Kevin Larson made second motion to go into closed session.
- Open Session – Reclassification:** The meeting was unanimously approved to go back into open session at 9:41 AM.
- Garrick Olerud made first motion to go back into open session.  
Will Beitlich made second motion to go back into open session.
- Following the recommendation from Ashley Oliphant, Zoning Administrator and Serena Inman, Personnel Director, it was unanimously approved to reclassify the position of Assistant Zoning Administrator to a pay scale grade 12, step 1. The Committee directed the Zoning Administrator to present the resolution for reclassification to the Finance and Personnel Committees prior to County Board consideration.
- Garrick Olerud made first motion to approve reclassification.  
Will Beitlich made second motion to approve reclassification.

**Administrator's Report:**

Ashley Oliphant gave Administrator's Report regarding the following:

- BOA update
- Project updates
- Flood Mitigation Team collaboration successes
- 26 citations issued year to date with pending trials in January
- December 18 Community Outreach – 420 letters mailed to individual property owners as well as public notifications – positive feedback from the public
- POWTS license update – planning for testing in January or February
- New County Map great asset to the public regarding floodplain notice
- WCCU meeting 12/11/19 – planning to speak at New Home Buyer Seminar

**Vehicle Purchase:**

It was decided not to pursue a joint purchase of a used vehicle from the Highway Department.

**2nd Opportunity for Public Comment:**

No Public Comment

**Confirm Next Meeting:**

The next Vernon County Zoning Committee meeting will meet at 8:30 AM on January 14, 2019 in the Vernon County Boardroom, 3<sup>rd</sup> floor Courthouse.

**Adjournment:**

The meeting was unanimously adjourned at 10:06 AM.

Will Beitlich made first motion to adjourn.  
Kevin Larson made second motion to adjourn.

Minutes recorded by Angela Reed