

LINCOLN COUNTY LAND SERVICES COMMITTEE

Thursday, June 11, 2020 at 5:00pm

Meeting Location: Lincoln County Service Center, 801 N. Sales St, Room #257, Merrill, WI 54452

Via Teleconference and In-Person Attendance

Scanned

Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number.

Conference Call: 1 732-739-7535

Access Code: 798 092 954#

Meeting ID: [meet.google.com/ecf-nzqn-twb](https://meet.google.com/ecf-nzqn-twb)

Due to Covid-19 pandemic and associated public health directives, you are encouraged to attend by phone. Preference for in-person attendance will be given to County Board members and essential staff. For those attending in person, please observe social-distancing by staggering your arrival time and by maintaining spacing between attendees of at least 6 feet. Attendees should spread out around the perimeter of the room.

**PUBLIC COMMENT ON AGENDA ITEMS:** Under the current (Covid-19 pandemic) circumstances, citizens attending by teleconference may have floor privileges to speak on agenda items without signing-in at the meeting location. Before the meeting is called to order, the clerk will ask teleconference attendees whether any public comment is being offered. When called upon by the clerk or Board Chair by name, any persons offering public comment should state his/her name and express in good order his/her comments upon the topic under consideration for no more than 5 minutes.

**MEETING AGENDA**

*Action where applicable and necessary*

1. Call meeting to order
2. Introduction of Committee and Staff
3. Election of Officers
  - a) Chair
  - b) Vice-Chair
  - c) Secretary
4. Appoint representatives to:
  - a) (1+Alternate) North Central land and Water Conservation Association (NCLWCA)
  - b) (1+Alternate) Lumberjack Resource Conservation and Development Council (RC&D)

**REGISTER OF DEEDS**

5. Q&A on Monthly Munis Reports
6. Q&A on Monthly Written Reports
7. Budget Modifications and Carryover Requests

**LAND SERVICES DEPARTMENT**

8. Public Comment
9. Approval of the March 12, 2020 LSC meeting minutes
10. Introduction of Conservation Program Manager – Amanda Kasperek
11. Agency Updates
12. **6:00pm Public Hearings** (See Public Hearing Notice.)

**CONDITIONAL USE REQUEST**

- a) A request by WIS\DOT (property owner) and Bryan Hoffman (Co-applicant) to allow for a personal storage facility in a General Business (GB) zoning district.
- b) A request by Tom and Mary Ball to allow a camping unit on the property for more than 60 days a year in a Rural Residential (RR1) zoning district.
- c) A request by South Pine Investments LLC (represented by Kenneth Leitermann) to allow for an accessory storage building larger than 2,000 square feet in a Rural Residential (RR3) zoning district.

13. Department Written Reports & Correspondence
  - a) Approval of Time sheets and expense account
  - b) Budget Modifications and Carryovers – Leydet
  - c) Projected Year End Report - Leydet
  - d) Department Staffing update
14. Discussion of 2021 Preliminary Budget
15. Future Agenda Items
16. Confirm next meeting/public hearing date
17. Adjourn

NOTE: Public Hearings published numerically are itemized in agenda alphabetically in the same order.

**DISTRIBUTION:**

Land Services Committee Members – Julie Allen, Bill Bialecki, Hans Breitenmoser Jr., Elizabeth McCrank, Christopher Heller, Greta Rusch, & Joshua Wendt  
 Jeremy Irish – APHIS-WS, Peggy Winter – NRCS, Carrie Brezesinski – FSA, Ann Krueger – FSA, Tracy Beckman – Lumberjack RC&D  
 County Board Chairman – Kevin Koth  
 Administrative Coordinator – Jason Hake

Others

News Media - Notified on \_\_\_\_\_ at \_\_\_\_\_ .m by \_\_\_\_\_

Bulletin Boards

Service Center – Posted on \_\_\_\_\_ at \_\_\_\_\_ .m by \_\_\_\_\_

***While there may be a quorum of the County Highway Committee or the Public Property Committee present, no County Highway Committee or Public Property Committee business will be conducted at this meeting.***

***Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. Please contact the Lincoln County Clerk at 715-539-1019 as early as possible so that proper arrangements may be made. Requests are kept confidential.***

#### 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 give notice to the public.

#### 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 a good cause that such notice is impossible or impractical.

#### EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a 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.

#### STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
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. 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)(c).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
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).

#### 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 (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting. Sec. 19.85(2).
3. Final approval or ratification of a collective bargaining agreement may not be given in closed 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.

FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
10430051 REGISTER OF DEEDS							
10430051 511000	REG OF DEEDS SALAR	139,323	139,323	51,690.23	10,584.07	.00	87,632.77 37.1%
2020/05/000009	05/08/2020 PRJ	5,292.04	REF PAYROL		WARRANT=200508	RUN=2	GENERAL
2020/05/000060	05/22/2020 PRJ	5,292.03	REF PAYROL		WARRANT=200522	RUN=2	GENERAL
10430051 520000	REG OF DEEDS EMPLO	70,902	70,902	28,068.01	5,650.11	.00	42,833.99 39.6%
2020/05/000009	05/08/2020 PRJ	2,831.03	REF PAYROL		WARRANT=200508	RUN=2	GENERAL
2020/05/000060	05/22/2020 PRJ	2,819.08	REF PAYROL		WARRANT=200522	RUN=2	GENERAL
10430051 531060	REG OF DEEDS FIDLA	16,500	16,500	3,607.04	.00	.00	12,892.96 21.9%
10430051 552001	REG OF DEEDS TELEP	450	450	124.95	.00	.00	325.05 27.8%
10430051 554001	PRINTING ALLOCATIO	2,000	2,000	459.96	.00	.00	1,540.04 23.0%
10430051 555000	REG OF DEEDS TRAVE	1,100	1,100	125.00	.00	.00	975.00 11.4%
10430051 561100	REG OF DEEDS OFFIC	5,500	5,500	2,539.01	.00	.00	2,960.99 46.2%
10430051 571005	REG OF DEEDS COVID	0	0	.00	.00	.00	.00 .0%
10430051 581001	* REG OF DEEDS COVID	0	0	.00	.00	.00	.00 .0%
10430051 597100	**INACTIVE**	0	0	.00	.00	.00	.00 .0%
TOTAL REGISTER OF DEEDS		235,775	235,775	86,614.20	16,234.18	.00	149,160.80 36.7%
10430057 REGISTER OF DEEDS OUTLAY							
10430057 582002	**INACTIVE**	0	0	.00	.00	.00	.00 .0%

FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL REGISTER OF DEEDS OUTLAY	0	0	.00	.00	.00	.00	.0%
<u>10437351 REDACTION FUNDS - ROD</u>							
10437351 511000 REDACTION SALARIES	0	0	.00	.00	.00	.00	.0%
10437351 511000 10053 **INACTIVE**	0	0	.00	.00	.00	.00	.0%
10437351 520000 REDACTION EMP BENE	0	0	.00	.00	.00	.00	.0%
10437351 520000 10053 **INACTIVE**	0	0	.00	.00	.00	.00	.0%
10437351 571000 REDACTION MISC	0	0	.00	.00	.00	.00	.0%
TOTAL REDACTION FUNDS - ROD	0	0	.00	.00	.00	.00	.0%
<u>TOTAL GENERAL FUND</u>							
TOTAL EXPENSES	235,775	235,775	86,614.20	16,234.18	.00	149,160.80	36.7%
GRAND TOTAL	235,775	235,775	86,614.20	16,234.18	.00	149,160.80	36.7%

\*\* END OF REPORT - Generated by Jamie Wittits \*\*

FOR 2020 05

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
10430051 REGISTER OF DEEDS							
10430051 511000	REG OF DEEDS SALAR	139,323	139,323	51,690.23	10,584.07	87,632.77	37.1%
10430051 520000	REG OF DEEDS EMPLO	70,902	70,902	28,068.01	5,650.11	42,833.99	39.6%
10430051 531060	REG OF DEEDS FIDLA	16,500	16,500	3,607.04	.00	12,892.96	21.9%
10430051 552001	REG OF DEEDS TELEP	450	450	124.95	.00	325.05	27.8%
10430051 554001	PRINTING ALLOCATIO	2,000	2,000	459.96	.00	1,540.04	23.0%
10430051 555000	REG OF DEEDS TRAVE	1,100	1,100	125.00	.00	975.00	11.4%
10430051 561100	REG OF DEEDS OFFIC	5,500	5,500	2,539.01	.00	2,960.99	46.2%
10430051 571005	REG OF DEEDS COVID	0	0	.00	.00	.00	.0%
10430051 581001	**INACTIVE**	0	0	.00	.00	.00	.0%
10430051 597100	**INACTIVE**	0	0	.00	.00	.00	.0%
TOTAL REGISTER OF DEEDS		235,775	235,775	86,614.20	16,234.18	149,160.80	36.7%
10430057 REGISTER OF DEEDS OUTLAY							
10430057 582002	**INACTIVE**	0	0	.00	.00	.00	.0%
TOTAL REGISTER OF DEEDS OUTLAY		0	0	.00	.00	.00	.0%
10437351 REDACTION FUNDS - ROD							
10437351 511000	REDACTION SALARIES	0	0	.00	.00	.00	.0%
10437351 511000	10053 **INACTIVE**	0	0	.00	.00	.00	.0%
10437351 520000	REDACTION EMP BENE	0	0	.00	.00	.00	.0%
10437351 520000	10053 **INACTIVE**	0	0	.00	.00	.00	.0%
10437351 571000	REDACTION MISC	0	0	.00	.00	.00	.0%
TOTAL REDACTION FUNDS - ROD		0	0	.00	.00	.00	.0%
TOTAL GENERAL FUND		235,775	235,775	86,614.20	16,234.18	149,160.80	36.7%
TOTAL EXPENSES		235,775	235,775	86,614.20	16,234.18	149,160.80	36.7%
GRAND TOTAL		235,775	235,775	86,614.20	16,234.18	149,160.80	36.7%

\*\* END OF REPORT - Generated by Jamie Willits \*\*

FOR 2020 05

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
0010 GENERAL FUND						
10430049 FUNDS APPLIED						
10430049 FUNDS APPLIED (BUD)	0	0	.00	.00	.00	.0%
TOTAL FUNDS APPLIED	0	0	.00	.00	.00	.0%
10430051 REGISTER OF DEEDS						
10430051 411100 **INACTIVE**	0	0	.00	.00	.00	.0%
10430051 412300 REG OF DEEDS REAL	-65,000	-65,000	-23,587.56	-3,578.40	-41,412.44	36.3%*
10430051 461300 REGISTER OF DEED F	-158,000	-158,000	-66,901.01	-21,425.67	-91,098.99	42.3%*
10430051 461302 ***Inactive***	0	0	.00	.00	.00	.0%
10430051 461900 REG OF DEEDS MISC	-20	-20	.00	.00	-20.00	.0%*
10430051 499990 FUNDS APPLIED (BUD)	0	0	.00	.00	.00	.0%
TOTAL REGISTER OF DEEDS	-223,020	-223,020	-90,488.57	-25,004.07	-132,531.43	40.6%
10430060 REG OF DEEDS PROPERTY TAXES						
10430060 411100 REGISTER OF DEEDS	-12,755	-12,755	-12,755.00	.00	.00	100.0%
TOTAL REG OF DEEDS PROPERTY TAXES	-12,755	-12,755	-12,755.00	.00	.00	100.0%
10437351 REDACTION FUNDS - ROD						
10437351 435100 10053 **INACTIVE**	0	0	.00	.00	.00	.0%
10437351 461302 REDACTION FUNDS -	0	0	.00	.00	.00	.0%
TOTAL REDACTION FUNDS - ROD	0	0	.00	.00	.00	.0%
TOTAL GENERAL FUND						
TOTAL REVENUES	-235,775	-235,775	-103,243.57	-25,004.07	-132,531.43	43.8%
GRAND TOTAL	-235,775	-235,775	-103,243.57	-25,004.07	-132,531.43	43.8%

\*\* END OF REPORT - Generated by Jamie Willits \*\*

# REGISTER OF DEEDS 2020 MONTHLY WRITTEN REPORT

**DAILY RECEIPTS**

January.....\$23,873.92  
 February.....\$21,876.87  
 March.....\$22,256.75  
 April.....\$23,490.54  
 May.....\$22,503.65

**TRANSFER FEE RECEIPTS**

January.....\$25,477.20  
 February.....\$21,374.10  
 March.....\$27,057.00  
 April.....\$26,175.00  
 May.....\$20,605.50

Real Estate Documents Recorded: 518  
 Military Discharges Recorded: 0  
 Recorded Plats: 0

Commercial Code Filings (UCC): 1  
 Recorded Certified Survey Maps: 2  
 Recorded DOT Plats: 0

Sale of Daily Recordings to Abstract Companies generates \$900.00 per Month.

**TOTAL CERTIFIED COPIES ISSUED FOR MAY**

Births: 56  
 Deaths: 193  
 Marriages: 35  
 Divorce: 0

<p><u>March</u>                  Births - 80                  Deaths - 287                  Marriages - 55</p>	<p><u>April</u>                  Births - 30                  Deaths - 280                  Marriages - 24</p>
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**VITAL RECORDS RECORDED FOR THE MONTH OF MARCH/APRIL**

Birth: 24	Birth: 26
Death: 47	Death: 27
Marriage: 5	Marriage: 5

**FEEES DISBURSED FROM THE REGISTER OF DEED OFFICE FOR THE FOLLOWING STATE MANDATED PROGRAMS**

**"CHILD ABUSE AND PREVENTION PROGRAM" @ \$5.00 per Birth Certificate**

January..... \$460.00  
 February.....\$470.00  
 March.....\$285.00  
 April.....\$85.00  
 May.....\$155.00

**RIGHT FROM THE START PROGRAM" @ \$2.00 per Birth Certificate**

January.....\$184.00  
 February.....\$188.00  
 March.....\$114.00  
 April.....\$34.00  
 May.....\$62.00

**VITAL RECORDS ONLINE PROGRAM: @ \$8.00 per Birth Certificate**

January..... \$736.00  
February.....\$752.00  
March.....\$456.00  
April.....\$136.00  
May.....\$248.00

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Death Certificate**

January..... \$481.00  
February.....\$273.00  
March.....\$390.00  
April.....\$377.00  
May.....\$312.00

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Marriage Certificate**

January..... \$546.00  
February.....\$494.00  
March.....\$351.00  
April.....\$104.00  
May.....\$234.00

**VITAL RECORDS ONLINE PROGRAM: @ \$13.00 per Divorce Certificate**

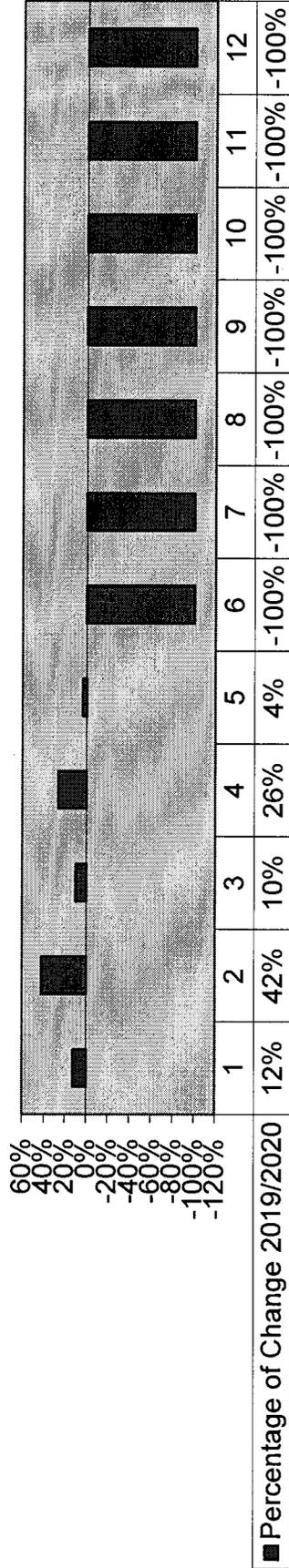
January.....\$0  
February.....\$13.00  
March-May.....\$0

**REVENUE GENERATED FROM THE REGISTER OF DEEDS OFFICE FOR THE  
STATE MANDATED "LAND RECORDS PROGRAM"**

MONTH/ COUNTED DOCS	STATE DOA FEES COLLECTED (\$7.00)	COUNTY LIO RETENTION (\$8.00)	TOTAL FEES (\$15.00)
JANUARY      485	\$3395.00	\$3880.00	\$7275.00
FEBRUARY    454	\$3178.00	\$3632.00	\$6810.00
MARCH        470	\$3290.00	\$3760.00	\$7050.00
APRIL        565	\$3955.00	\$4520.00	\$8475.00
MAY          518	\$3626.00	\$4144.00	\$7770.00
JUNE			
JULY			
AUGUST			
SEPTEMBER			
OCTOBER			
NOVEMBER			
DECEMBER			
<b>TOTAL 2020    2492</b>	<b>\$17,444.00</b>	<b>\$19,936.000</b>	<b>\$37,380.00</b>

# **MONTHLY DOCUMENT COMPARISON**

MONTHLY RECORDED DOCUMENTS 2019		MONTHLY RECORDED DOCUMENTS 2020		% of Change	
January	432	January	485	12%	
February	321	February	456	42%	
March	432	March	474	10%	
April	447	April	565	26%	
May	500	May	518	4%	
June	536	June		-100%	
July	571	July		-100%	
August	637	August		-100%	
September	527	September		-100%	
October	595	October		-100%	
November	504	November		-100%	
December	507	December		-100%	
<b>Total</b>	<b>6,009.00</b>	<b>Total</b>	<b>2,498.00</b>		<b>-58%</b>







FOR 2019 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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0010 GENERAL FUND							
0000 DIVISION							
10430051 412300	REG OF DEEDS REAL	-65,000	-65,000	-75,565.90	-135.60	10,565.90	116.3%
10430051 461300	REGISTER OF DEED F	-158,000	-158,000	-169,087.33	-1,079.95	11,087.33	107.0%
10430051 461900	REG OF DEEDS MISC	-20	-20	-12.00	.00	-8.00	60.0%*
10430051 511000	REG OF DEEDS SALTAR	134,820	134,820	135,030.32	6,200.57	-210.32	100.2%*
10430051 520000	REG OF DEEDS EMPLO	82,641	82,641	68,970.42	1,005.47	13,670.58	83.5%
10430051 531060	REG OF DEEDS FIDLA	15,000	15,000	14,949.96	3,993.96	50.04	99.7%
10430051 552001	REG OF DEEDS TELEP	450	450	377.36	32.21	72.64	83.9%
10430051 554001	PRINTING ALLOCATIO	2,000	2,000	1,390.34	161.05	609.66	69.5%
10430051 555000	REG OF DEEDS TRAVE	1,100	1,100	507.48	.00	592.52	46.1%
10430051 561100	REG OF DEEDS OFFIC	5,500	5,500	3,496.77	-952.53	2,003.23	63.6%
10430060 411100	REGISTER OF DEEDS	-18,491	-18,491	-18,491.00	.00	.00	100.0%
TOTAL DIVISION		0	0	-38,433.58	9,225.18	38,433.58	100.0%
TOTAL GENERAL FUND		0	0	-38,433.58	9,225.18	38,433.58	100.0%

TOTAL REVENUES	-241,511	-241,511	-263,156.23	-1,215.55	.00	21,645.23	
TOTAL EXPENSES	241,511	241,511	224,722.65	10,440.73	.00	16,788.35	
GRAND TOTAL	0	0	-38,433.58	9,225.18	.00	38,433.58	100.0%

\*\* END OF REPORT - Generated by Samantha Fenske \*\*

**2019 Carryover Request – No. \_\_\_\_\_ (To be completed by Finance)**

**Department** Register of Deeds **Dept. No.** 43

Directions: Any department requesting a carryover of funds from 2020 to 2021 should complete a separate form for each account for which a carryover is requested. Please list the account number, the account name, the dollar amount and provide a complete explanation of the need for the request. If it is grant money, identify the name of the grant, the source of the grant funds and the expected use of the funds. (If you have multiple carryovers, please make copies of this form for your use.)

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
10430051	561100	1249.00

Explanation

To purchase a scanner originally budgeted for in 2019

Grant Name

--

Source of Funds

Operation Budget
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Expected Use

To purchase scanner

**Department Head's Signature** \_\_\_\_\_  
**Date** \_\_\_\_\_

**Lincoln County Land Services Committee  
Minutes of Thursday, March 12, 2020 3:30 pm  
Lincoln County Service Center, Room #156**

Members Present: Bill Bialecki, Christopher Heller, Julie Allen, Calvin Callahan, Greta Rusch and Pat Voermans

Members Absent: Hans Breitenmoser (excused), Ann Krueger (excused)

Department Heads/Staff: Matthew Bremer (Land Services Administrator), Mike Huth (Zoning Program Manager), Sandy Toburen (Real Property Lister).

Visitors: Dave Bethel Sr., Chris Hamerla, Andrew Bartelt, Marcus Steigerwaldt, Beth Humphrey, Tony Dallman, Hunter Lane (Video).

1. Call Meeting order - Meeting was called to order by Heller at 3:30 p.m.

**REGISTER OF DEEDS**

2. Q&A on Monthly Munis Report – Sarah Koss was not present. There were no questions of the report.

3. Q&A on Monthly Written Report – Sarah Koss was not present. There were no questions of the report.

**LAND SERVICES DEPARTMENT**

4. Public Comment – Chris Hamerla; Golden Sands RC&D introduced himself as a resource for the fight against Lincoln County aquatic invasive species (AIS).

5. Service Recognitions – LSC recognized the following individuals and thanked them for their years of service:
  - Beth Humphrey - Fiscal Clerk, Register of Deeds - March 2020, 20 Years
  - Tony Dallman – County Surveyor, February 2020, 20 Years.

6. Approval of the February 13, 2020 Land Services Committee Minutes

M/S Allen/Bialecki to approve the 2/13/2020 minutes, with amendments. Motion carried on a voice vote.

7. Agency Updates – No official updates. Callahan/Voermans presented overview of the recent 2020 Land and Water Conservation conference. Key points from Callahan: CWD discussion, Invasive Species discussion. Key points from Voermans: PFAS standards development recommended, Emphasis on Year of Clean Drinking Water, Precipitation trends.

Voermans presented a letter of support regarding Senate Bill 723 to be forwarded by LSC consensus for the March 2020 County Board agenda.

8. 3 year review of Tomahawk Speedway (CUP-17-002) – LSC reviewed the CUP request and conditions. Staff stated they had not received any formal correspondence of problems or issues since March 2017 when permit was issued. The Town of Bradley also reviewed the CUP request and provided an email describing that they also had not received any correspondence of problems or issues. No additional concerns were brought forward by the LSC, resulting in the applicant proceeding with operation under the current CUP with conditions.
9. Discussion and/or Action on Resolution RE: Wolf Population Goals –Resolution brought forward by Forestry Committee. No action required from LSC

Heller moved to item #11.

11. 4:00pm Public Hearings – Public Hearing was called to order at 4:02 p.m. by Heller. Heller explained the rules of conduct for public hearings and introduced the Committee members and staff.

**PETITION FOR REZONING**

- a) A request by Marcus Steigerwaldt to allow for an accessory storage building larger than 2,000 square feet in a Rural Residential (RR2) zoning district. The property is located at W5197 Ridge View Dr. in Section 1, T35N-R6E, in the Town of Bradley. The tax pin# is 004-3506-013-9966 and the parcel is approximately 1.1 acres.

Heller asked for testimony explaining the CUP petition. Marcus Steigerwaldt explained the proposal.

Heller asked for any more proponents of the request. Dave Bethel Sr. presented the positive recommendations from the Town of Bradley Planning Commission and Town Board.

Heller asked for testimony from opponents of the request. There was none.

Huth presented the staff report. County staff recommends that the committee approves the CUP petition, with conditions as written in the staff report.

Heller closed the public hearing for the request.

M/S Heller/Voermans to approve the request with conditions as listed in the staff report. Motion carried all ayes.

Conditions:

- 1) Size of accessory structure to be no larger than 2,240 square feet.
- 2) Accessory structures shall not be used as habitable space or as a separate dwelling unit; unless as approved through the applicable permitting process.
- 3) Shall follow applicable zoning district maximum building coverage standards for the acreage found in section 17.2.101.

Heller moved to item #10.

10. Discussion and/or Action on Resolution RE: Conservation Staffing Grants –M/S Heller/Bialecki to forward resolution as presented to full County Board. Discussion and staff clarification assured that the proposed staff position would be fully grant funded. Motion carried on a voice vote.

Heller moved to item #12.

12. Department Written Reports and Correspondence – Bremer asked if there were any questions on the Munis Report. There were none. Bremer presented the department report and it was accepted.
- a) M/S Allen/Voermans to approve the department head timesheets and expense reports as presented. Motion carried on a voice vote.
  - b) See agenda item #10.

13. Future Agenda Items – Review of 2019 Budget, Staffing Update

14. Confirm next meeting/public hearing date – April 9, 2020. Meeting to begin at 3:30pm. The Public Hearing will begin at 4:00pm.

15. Adjourn – LSC to adjourn at 4:31 p.m.

### **NOTICE OF PUBLIC HEARING**

The Lincoln County Land Services Committee will hold a Public Hearing on Thursday, June 11, 2020 at 6:00p.m. to take testimony on the items listed below. The public hearing will be held at the Lincoln County Service Center, Meeting room #255/257/260, at 801 N. Sales St., Merrill, WI. The public may attend either in person or via telephone conference (details may be found in agenda once it is posted at <https://co.lincoln.wi.us/meetings>).

#### **CONDITIONAL USE REQUEST**

1. A request by WIS\DOT (property owner) and Bryan Hoffman (Co-applicant) to allow for a personal storage facility in a General Business (GB) zoning district. The property is located at the intersection of Prairie Crest Lane and County Road K in Section 31, T32N-R7E, in the Town of Merrill. The tax pin# is 014-3207-312-9977 and the parcel is approximately 5.24 acres.
2. A request by Tom and Mary Ball to allow a camping unit on the property for more than 60 days a year in a Rural Residential (RR1) zoning district. The property is located at N2710 ROW Rd of Section 36, T32N-R6E, in the Town of Merrill. The tax pin# is are 014-3206-364-9927 with a parcel size of approximately .44 acre. The request is being heard under section 17.8.30 and relating to section 17.3.03(9) of the Lincoln County Zoning Ordinance.
3. A request by South Pine Investments LLC (represented by Kenneth Leitermann) to allow for an accessory storage building larger than 2,000 square feet in a Rural Residential (RR3) zoning district. The property is located at N10391 S. Pine Rd. of Section 29, T35N-R7E, in the Town of King. The tax pin# is 012-3207-291-9986 and the parcel is approximately 2.15 acres. The request is being heard under section 17.8.30 and relating to section 17.3.09(1) of the Lincoln County Zoning Ordinance.

NOTE: A final decision on any of the above requests may be made at a later date. Items not acted upon or laid over may come before the Committee again as "Old Business". The Committee may but is not obligated to take any additional testimony.

Original applications and materials may be viewed at the Lincoln County Zoning office located at 801 N. Sales Street, Merrill, Wisconsin.

The above hearing will be held in **Meeting room #255/257/206 of the Lincoln County Service Center, at 801 N. Sales Street, Merrill, WI.** All parties wishing to be heard are requested to be present. Both written and oral testimony will be entered into the record.

Greta Rusch, Secretary

RECEIVED

MAR 1 2020

Fee: \$ 350.00

Receipt Number ~~1403~~ 14041 # CUP - 20 - 002

CONDITIONAL USE PERMIT

To the Lincoln County Planning and Zoning Administration: The undersigned hereby makes application for a CONDITIONAL USE PERMIT for a determination that the following described site is suitable for the purpose indicated, and that suitable safeguards are met in accordance with the requirements of the Lincoln County Zoning Ordinance and with all other applicable County Ordinances and the laws and regulations of the State of Wisconsin. I declare that the information that I am supplying is true and accurate to the best of my knowledge and I acknowledge that this information will be relied upon for the issuance of this permit. By signing this application I am also granting permission to the zoning department staff to enter my property at any reasonable time for the purpose of inspection to assure compliance with the zoning laws relative to the issuance of this permit.

Legal Description: Section: 31 Township: 32 North Range: 7 East

Gov Lot: OR Quarter/Quarter: SE 1/4 of the NW 1/4

Lot Number: 1 Subdivision (CSM): 2390, Vol 13 Page 189 Doc# 500952

Property Address: CTH K (old SI) + prairie crest trail

Zoning district: GB Lot size 5.246 acres

Proposed use: Storage units

PLEASE NOTE: No later than 5 days of its submittal to the Zoning Administrator, the applicant shall transmit 2 identical copies of the petition and all applicable materials to the clerk of the town in which the proposal lies. Lincoln County Code of Ordinances 17.8.30 (2)

Applicants Initials BRH

COMPLETE A PLOT PLAN DRAWING ON REVERSE SIDE OR ATTACH A SEPARATE SHEET

Co-Applicant/Owner(s) Name(s): Bryan Hoffman

Mailing Address: NS281 Horn Lake Rd  
Irma WZ 54442

Daytime Phone: (715) 218 1597

Note: All owners must sign

Signature: [Signature]

CO-APPLICANT (other than owner)

OWNER Name: Mark Krause  
F7DF907948225 Madison Yards Way  
Mailing Address: Madison, WI 53707

Phone: ( ) 608-262-2572

Date: 3-1-20

Date:

FOR OFFICE USE ONLY

Ordinance section relating to the request 17.3.08(1)

Use of adjoining property: GB, CMU, RE-2, GI

Date Application Received: 3-4-20 By (Staff) MH

Date of Hearing: 4-9-20 Rescheduled to 5-14-2020 ep

Town Merrill  
Tax Parcel # 0143207312 9977  
Owner Bryan Hoffman  
First Name Last Name



54,000 sq ft - Street Bldg  
 Paved Lot - Green House  
 Street Dr - Green & Green  
 100' Right of Way  
 - No Access - Green House, etc.

REI Engineering, INC. 400 W. 20th Street Ankeny, IA 50009 PH: 515.964.1234 FAX: 515.964.1234 WWW.REIENGINEERING.COM		CIVIL & ENVIRONMENTAL ENGINEERING, SURVEYING	SCALE 0 30 100 		<table border="1"> <tr> <th>DATE</th> <th>DESCRIPTION</th> <th>BY</th> <th>DATE</th> <th>DESCRIPTION</th> <th>BY</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	DATE	DESCRIPTION	BY	DATE	DESCRIPTION	BY							<table border="1"> <tr> <td>DESIGNED BY</td> <td>CHECKED BY</td> </tr> <tr> <td>DRAWN BY</td> <td>APPROVED BY</td> </tr> <tr> <td>DATE</td> <td>DATE</td> </tr> </table>	DESIGNED BY	CHECKED BY	DRAWN BY	APPROVED BY	DATE	DATE	DESIGN HOFFMAN CIVIL STORAGE 	REI No. _____ PROJECT DESIGN
DATE	DESCRIPTION	BY	DATE	DESCRIPTION	BY																					
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DATE	DATE																									

## **PLOT PLAN DRAWING**

Include on the drawing ALL of the information requested below that applies to the property.

1. Shape of parcel, include all lot line dimensions.
2. Indicate NORTH.
3. Show the location and names of all surrounding roads/highways.
4. Show the location and names of all area water bodies (lakes, rivers, creeks, ponds, etc.)
5. Indicate ALL other existing buildings on parcel with "EB".

Complete the following if the request is for NEW Construction

6. Show the location of the proposed construction on the parcel. Include the following measurements:
  - a) Distance from the centerline of any/all roads.
  - b) Distance from the right-of-way of any/all roads.
  - c) Distance to all lot lines.
  - d) Distance to any/all water bodies adjacent to or within the parcel.
7. Indicate distance from septic tank or holding tank to proposed construction.
8. Indicate distance from sewage system drainfield to proposed construction.
9. Indicate distance from well to proposed construction.
10. (IF on water) Indicate proposed clearings within the vegetative buffer zone (please refer to Shoreland Ordinance for limitations on different water classifications).

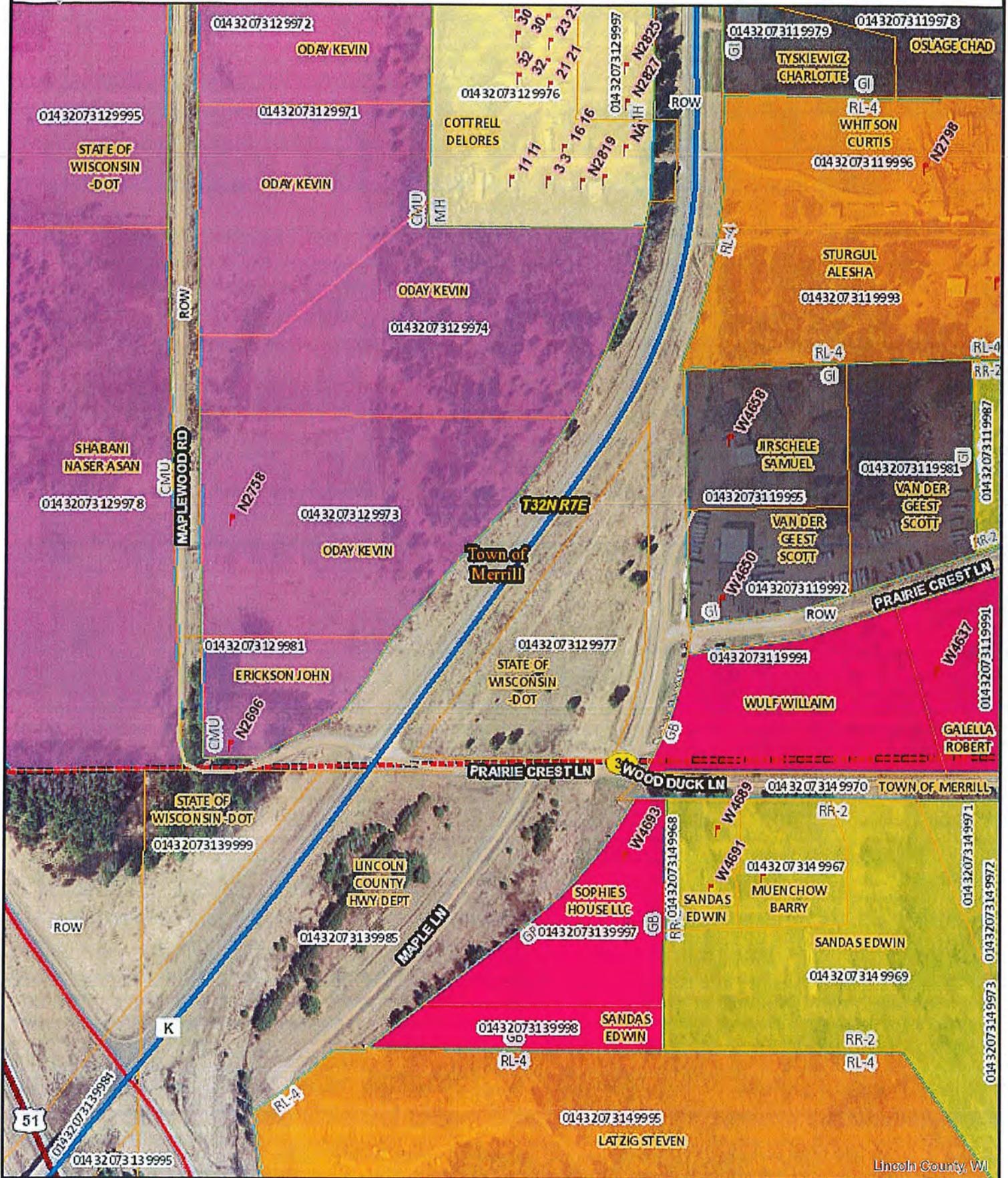
**SITE SHOULD BE MARKED OR FLAGGED PRIOR TO ZONING ONSITE INDICATING EXISTING LOT LINES, PROPOSED LOT LINES AND ANY PROPOSED CONSTRUCTION**

*Please see attached site plan*

**NO CONSTRUCTION SHALL BEGIN UNTIL A LAND USE PERMIT HAS BEEN ISSUED**



# Lincoln County Public Access Land Records Viewer



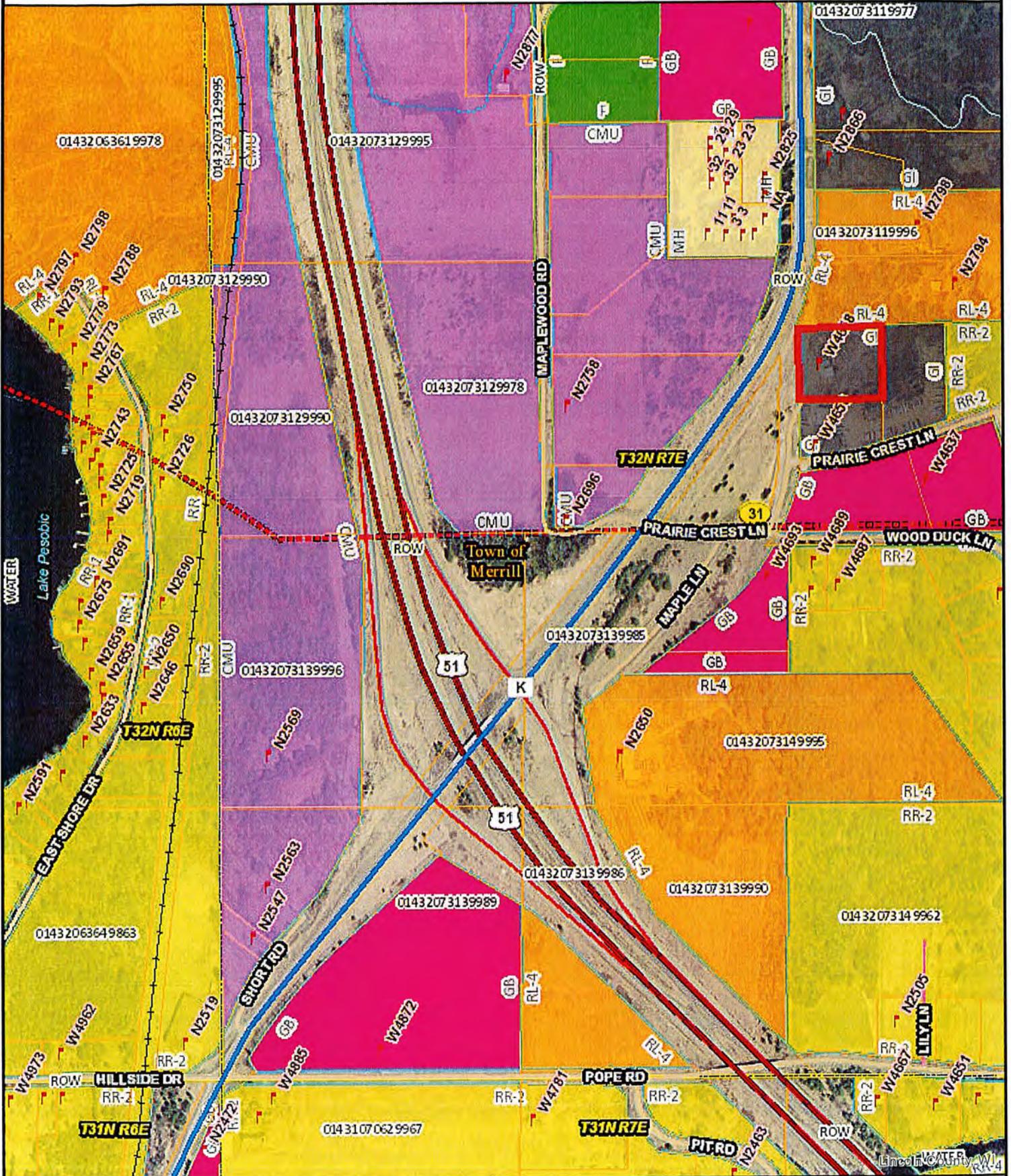
Author: Public  
 Date Printed: 3/13/2020



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Lincoln County, WI

# Lincoln County Public Access Land Records Viewer



Author: Public  
Date Printed: 3/25/2020



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Town Recommendation Form  
Conditional Use Request, Petition for Modification of Subdivision Ord., Plat Approval  
Town of Merrill  
Lincoln County



Name of Applicant Bryan Hoffman  
Request: Conditional use permit for the construction of storage units

The Town Planning Commission has made a recommendation on this date \_\_\_\_\_ to:

\_\_\_ Approve the Request: by a vote of \_\_\_ For and \_\_\_ Against

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ Deny the Request: by a vote of \_\_\_ For and \_\_\_ Against

\_\_\_ Delay the Request for 30 days: by a vote of \_\_\_ For and \_\_\_ Against

Comments/Reasons for any of the above recommendations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Town Board has made a recommendation on this date 3-9-2020 to:

Approve the Request: by a vote of 4 For and \_\_\_ Against 1 0 vote

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ Deny the Request: by a vote of \_\_\_ For and \_\_\_ Against

\_\_\_ Delay the Request for 30 days: by a vote of \_\_\_ For and \_\_\_ Against

Comments/Reasons for any of the above recommendations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_ (Check here if:) The Town hereby waives its right to make a formal recommendation on this Request to the Lincoln County Land Services Committee.

Dated this 9 day of March, 2020

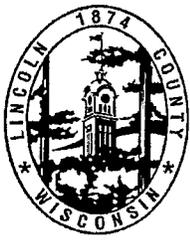
[Signature]  
Town Chairman Signature

[Signature]  
Town Board Supervisor Signature

[Signature]  
Town Board Supervisor Signature

[Signature]  
Town Board Supervisor Signature

[Signature]



LINCOLN COUNTY LAND SERVICES DEPARTMENT  
PLANNING & ZONING OFFICE

Lincoln County Service Center  
801 N. Sales Street, Suite 103  
Merrill, WI 54452-1632  
Telephone - (715) 539-1087 Fax - (715) 539-8325

Conditional Use Permit  
Staff Report

Report Date: May 29, 2020  
Hearing Date: June 11, 2020  
Property Owner: State of Wisconsin-DOT  
Co-Applicant: Bryan Hoffman  
Property Address: TBD# Prairie Crest Ln  
Township: Merrill  
PIN: 014-3207-312-9977  
Staff Reviewer: Mike Huth – Zoning Program Manager  
Zoning District: GB-General Business  
Overlay Zoning District: None  
Submitted Materials: CUP Application, Site Plan Layout, Town Recommendation

Overview

REQUEST

The applicant seeks a Conditional Use Permit (CUP) to allow for a personal storage facility pursuant to Chapter 17.3.08(1) of the Lincoln County Zoning Ordinance.

SUMMARY OF NOTEWORTHY TOPICS

The co-applicant is in the process of purchasing the described property from the current property owner. Upon completion of the property sale, the co-applicant would like to establish a personal storage facility at the property described. At this time the co-applicant is requesting to allow for the required conditional use permit. Land Use permit(s) would need to be obtained for all structures and compliance with setbacks from property lines and roads, road right of ways, signage regulations, lighting regulations, and landscaping/screening regulations as indicated in the Zoning Ordinance are required.

The applicant has indicated that the architectural style of the proposed structures would be similar to local existing storage structures at other locations and contain similar design elements, such as downcast lighting that would follow current lighting ordinance standards for commercial development. The applicant has indicated that future storage structures at the site are dependent on a variety of factors. The applicant and staff have discussed the ramifications of future buildings relating to stormwater management compliance for soil disturbance of an acre or more. The applicant has contacted a stormwater management/design consultant to develop a plan that would address stormwater and to comply with WIDNR stormwater permitting/standards and county standards.

The applicant is proposing to develop a driveway/access point off of Prairie Crest Ln and has been in communication with the Town of Merrill since a driveway approval is needed for access off of the town road. As such, staff does not anticipate any impacts on existing or planned roads for the proposed use.

### **SITE CHARACTERISTICS**

The request is occurring on a parcel of land totaling approximately 5.24 acres of land. Prairie Crest Ln, a town roadway, borders the property to the south. The proposed land use is permitted in the GB-General Business zoning district as a Conditional Use.

The property is not located in the Shoreland, mapped Floodplain, or mapped Wetlands.

### **SURROUNDING LAND USE AND ZONING**

Beyond the surrounding road ROW lands uses, the zoning districts are as follows: **WEST** of the property is a vacant residential dwelling and a commercial building being constructed in the CMU-Crossroads Mixed Use zoning district. **NORTHEAST** of the property are residential dwellings and a commercial business in the GI-General Industrial zoning district. **EAST** of the property are partially wooded properties in the GB-General Business zoning district. **SOUTH** of the property are partially wooded properties with a commercial business in the GB-General Business zoning district. The property is not located in the Shoreland, mapped Floodplain, or mapped Wetlands.

### **PUBLIC NOTIFICATION**

The applicant has made contact with the Town of Merrill and the Town Recommendation Form is available for review. Staff advises the Land Services Committee review any comments the Town submits regarding this petition prior to taking action on this matter.

The legal notice of the request was noticed in the proper manner. Staff mailed notices of the petitioner's request to neighboring property owners within 300' from the property boundary and the Town of Merrill. At the date of this report, staff has received no formal comments from neighboring property owners. One informal phone call was made from a neighboring property owner that had concerns regarding the conversion from grassland to storage buildings, the type of visitors to storage units and the neighborhood, and also impacts to views.

### **ACTION**

Consider the Conditional Use Permit, with conditions. The applicant must demonstrate that all requirements to the conditional use are or shall be satisfied, which must be supported by substantial evidence. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the county ordinance or those imposed by the Land Services Committee, the county shall grant the conditional use permit.

The Committee may impose reasonable conditions with the approval of a conditional use proposal, to the extent authorized by law as described in §59.69(5e)(2b), Wis. Stats. Conditions imposed shall meet all of the following requirements:

- (a) Conditions must be practical and measurable.
- (b) Any condition imposed must be related to the purpose of the ordinance, outlined in section 17.3 regarding the specific land use and be based on substantial evidence.
- (c) Any condition must be reasonable and to the extent practicable, measurable and may include conditions such as the permits duration, transfer, or renewal.

### **RELEVANT ORDINANCE SECTION(S)**

The performance standards located in 17.3.08(1):

*PERSONAL STORAGE FACILITY. Includes uses oriented to the indoor storage of personal items entirely within partitioned buildings having an individual access to each partitioned area. Such storage areas may be available on either a condominium or rental basis. Also known as "mini-warehouses."*

*Regulations:*

- (a) The appropriate County approval authority may require a landscaped bufferyard, per the standards in Section 17.5.05(2).*
- (b) Shall not involve the on-site holding, storage or disposal of hazardous wastes as defined by State Statutes.*
- (c) No electrical power shall be run to the storage facilities, except for exterior lighting.*
- (d) No business activity shall be operated from or outside of any partitioned area within a personal storage facility.*

## **ASSESSMENT**

### **CONCLUSION**

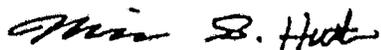
Staff finds that the petition satisfies the performance standards found in section 17.3.08(1) of the Lincoln County Zoning Ordinance. In the GB-General Business zoning district, the proposed personal storage facility is conditionally permitted; however, the committee still needs to form a basis for a decision by reviewing information provided by the applicant, the Town, testimony at the public hearing, and the staff report.

### **RECOMMENDATION**

Staff recommends the Land Services Committee grants a Conditional Use Permit to WIS\DOT (property owner) and Bryan Hoffman (Co-applicant) to allow for the proposed personal storage facility if the committee is confident the request satisfies the approval criteria listed in the Zoning Ordinance and this report.

Staff suggests the Land Services Committee attach the following conditions:

1. Storage buildings must be authorized by the issuance of land use permit(s) and follow additional regulations contained in 17.3.08(1). Each land use permit will have a time limit associated with commencement of work pursuant to section 17.8.50(4) and to meet setback requirements.
2. Screening and Landscaping standards located in section 17.5.05 shall be met.
3. A "landscaped bufferyard" meeting the standards of 17.5.05(2) stated above shall be maintained to a depth of fifteen (15) feet from all property lines with exception for the driveway/access points.
4. A minimum landscaped area of twenty five (25) percent maintained for the parcel.
5. Exterior Lighting standards located in section 17.5.04 shall be met.
6. Signage standards located in section 17.6 shall be met.
7. Erosion Control and Stormwater Management standards located in 17.5.08 shall be met upon approval of plans by WIDNR and implemented upon issuance of Land Use permits.
8. Shall not involve the on-site holding, storage or disposal of hazardous wastes as defined by State Statutes.
9. No electrical power shall be run to the storage facilities, except for exterior lighting and security purposes.
10. No business activity shall be operated from or outside of any partitioned area within a personal storage facility.
11. No long term outdoor storage to occur.
12. All other applicable regulations shall be met.



Lincoln County - Zoning Program Manager

5/29/2020

Date



**Looking South**



**Looking West**

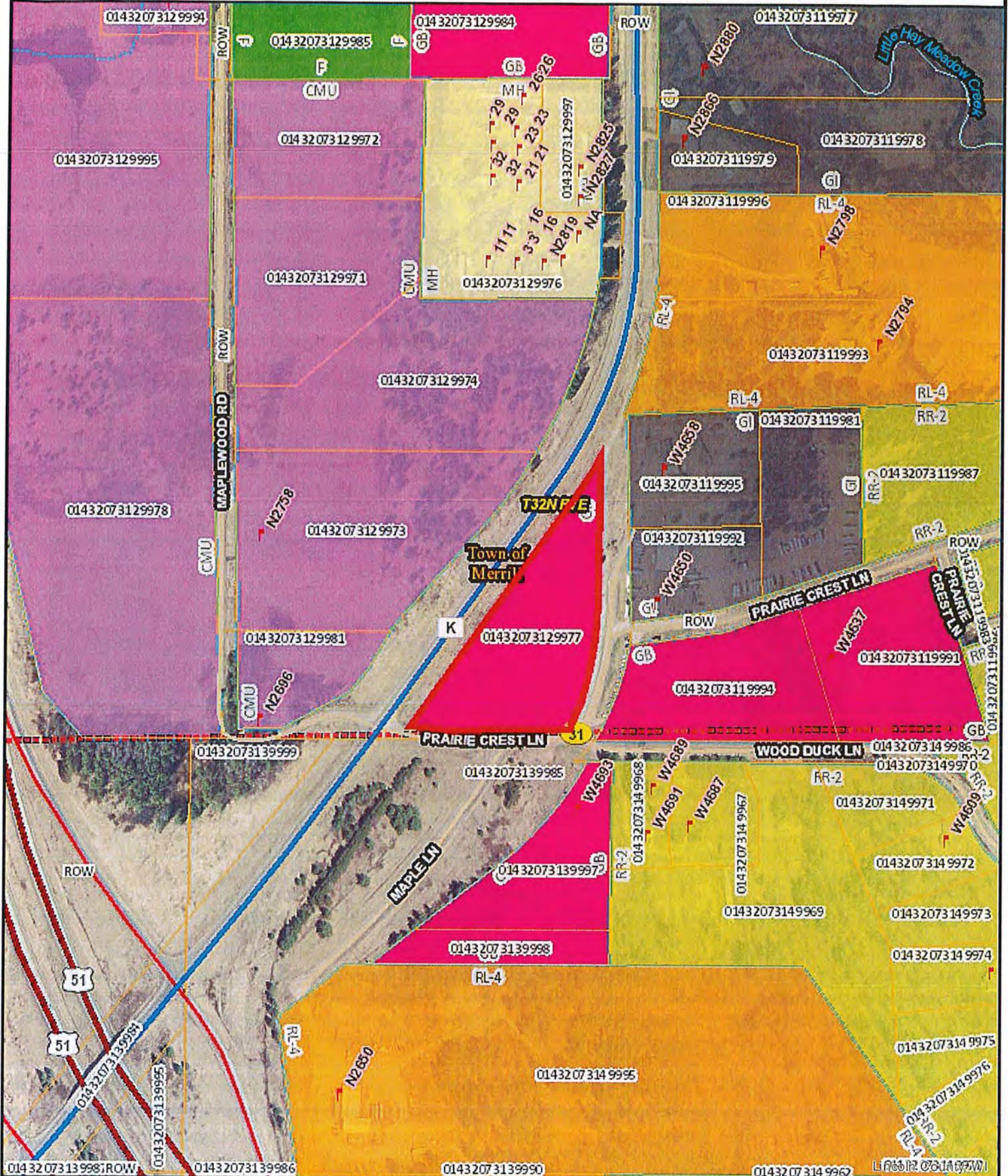


**Looking North**



**Looking East**

# Lincoln County Public Access Land Records Viewer

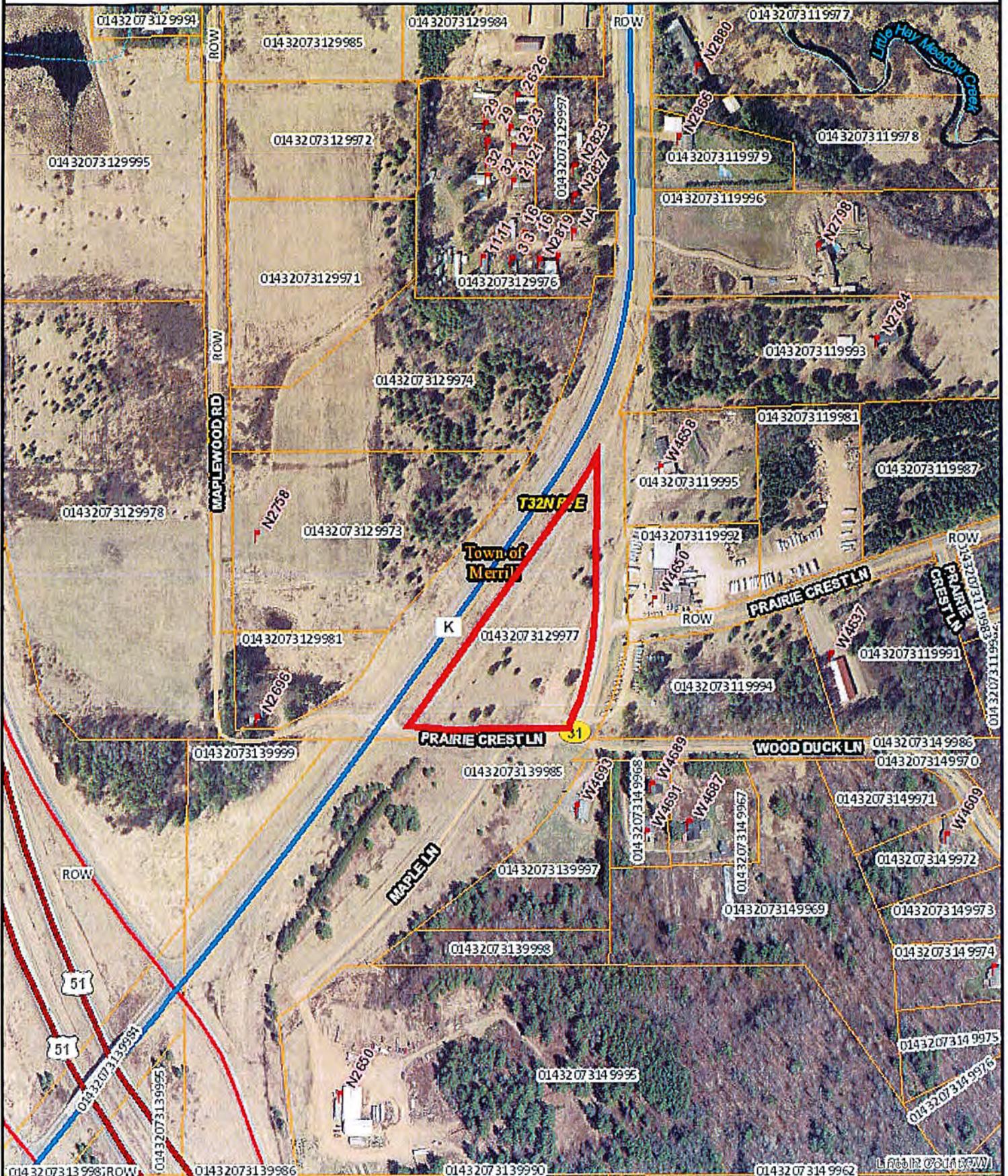


Author: Public  
Date Printed: 6/3/2020



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# Lincoln County Public Access Land Records Viewer



Author: Public  
Date Printed: 6/3/2020



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RECEIVED

Fee: \$ 350.00

Receipt Number

14051

# CUP - 20 - 003

MAR 17 2020

### CONDITIONAL USE PERMIT

To the Lincoln County Planning and Zoning Administration: The undersigned hereby makes application for a CONDITIONAL USE PERMIT for a determination that the following described site is suitable for the purpose indicated, and that suitable safeguards are met in accordance with the requirements of the Lincoln County Zoning Ordinance and with all other applicable County Ordinances and the laws and regulations of the State of Wisconsin. I declare that the information that I am supplying is true and accurate to the best of my knowledge and I acknowledge that this information will be relied upon for the issuance of this permit. By signing this application I am also granting permission to the zoning department staff to enter my property at any reasonable time for the purpose of inspection to assure compliance with the zoning laws relative to the issuance of this permit.

Legal Description: Section: 36 Township: 32 North Range: 6 East

Gov Lot: 2 OR Quarter/Quarter: \_\_\_\_\_

Lot Number: 11 & 12 Subdivision/CSM: SEMLING SUB DIV, A.P.

Property Address: N2710 Row Road, Merrill, WI 54452 (Lot 11)

Zoning district: RR-1 Lot size 120x235 acres

Proposed use: personal use, 60+ days, camper

Not renting unit.

PLEASE NOTE: No later than 5 days of its submittal to the Zoning Administrator, the applicant shall transmit 2 identical copies of the petition and all applicable materials to the clerk of the town in which the proposal lies. Lincoln County Code of Ordinances 17.8.30 (2)

Applicants Initials MB-JPB

COMPLETE A PLOT PLAN DRAWING ON REVERSE SIDE OR ATTACH A SEPARATE SHEET

Owner(s) Name(s): Tom & Mary Ball

Mailing Address: 1701 Cotton Avenue

MERRILL, WI 54452

Daytime Phone: (715) 921-5677 (TOM)

Note: All owners must sign 715-573-5249

Signature: Mary Ball (MARY)

Thomas P. Ball

CO-APPLICANT (other than owner)

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

Date: 3-16-20

Date: 3-16-20

#### FOR OFFICE USE ONLY

Ordinance section relating to the request 17.3.03 (a)

Use of adjoining property: Residential, Rural, Forestry, & Lake

Date Application Received: March 17, 2020 By (Staff) LB

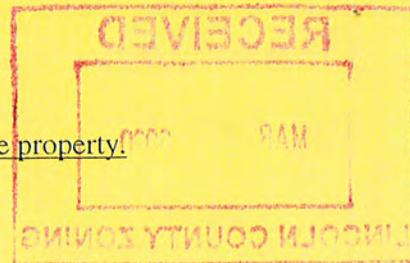
Date of Hearing: May 14, 2020

Owner: BALL First Name: Tom & Mary Last Name: BALL Tax Parcel #: 014-3206-364-9927+9926 Town: MERRILL

## PLOT PLAN DRAWING

Include on the drawing ALL of the information requested below that applies to the property.

1. Shape of parcel, include all lot line dimensions.
2. Indicate NORTH.
3. Show the location and names of all surrounding roads/highways.
4. Show the location and names of all area water bodies (lakes, rivers, creeks, ponds, etc.)
5. Indicate ALL other existing buildings on parcel with "EB".



Complete the following if the request is for NEW Construction

6. Show the location of the proposed construction on the parcel. Include the following measurements:
  - a) Distance from the centerline of any/all roads.
  - b) Distance from the right-of-way of any/all roads.
  - c) Distance to all lot lines.
  - d) Distance to any/all water bodies adjacent to or within the parcel.
7. Indicate distance from septic tank or holding tank to proposed construction.
8. Indicate distance from sewage system drainfield to proposed construction.
9. Indicate distance from well to proposed construction.
10. (IF on water) Indicate proposed clearings within the vegetative buffer zone (please refer to Shoreland Ordinance for limitations on different water classifications).

**SITE SHOULD BE MARKED OR FLAGGED PRIOR TO ZONING ONSITE INDICATING EXISTING LOT LINES, PROPOSED LOT LINES AND ANY PROPOSED CONSTRUCTION**

*\* Please see attached. \**

**NO CONSTRUCTION SHALL BEGIN UNTIL A LAND USE PERMIT HAS BEEN ISSUED**



Elizabeth Peronto &lt;elizabeth.peronto@co.lincoln.wi.us&gt;

---

**BALL - Conditional Use Permit, #1140 - Revised Picture Submission**

1 message

---

**Mary Ball** <ballfamily1990@gmail.com>

Thu, Apr 2, 2020 at 12:28 PM

To: elizabeth.peronto@co.lincoln.wi.us

Cc: mike.huth@co.lincoln.wi.us, tom.clerk.treasurer@frontier.com

Hi Elizabeth -

As per our phone conversation 3/24/20, I am attaching a revised picture to accompany the Conditional Use Permit (Submission #1140) we initially submitted (3/16/20).

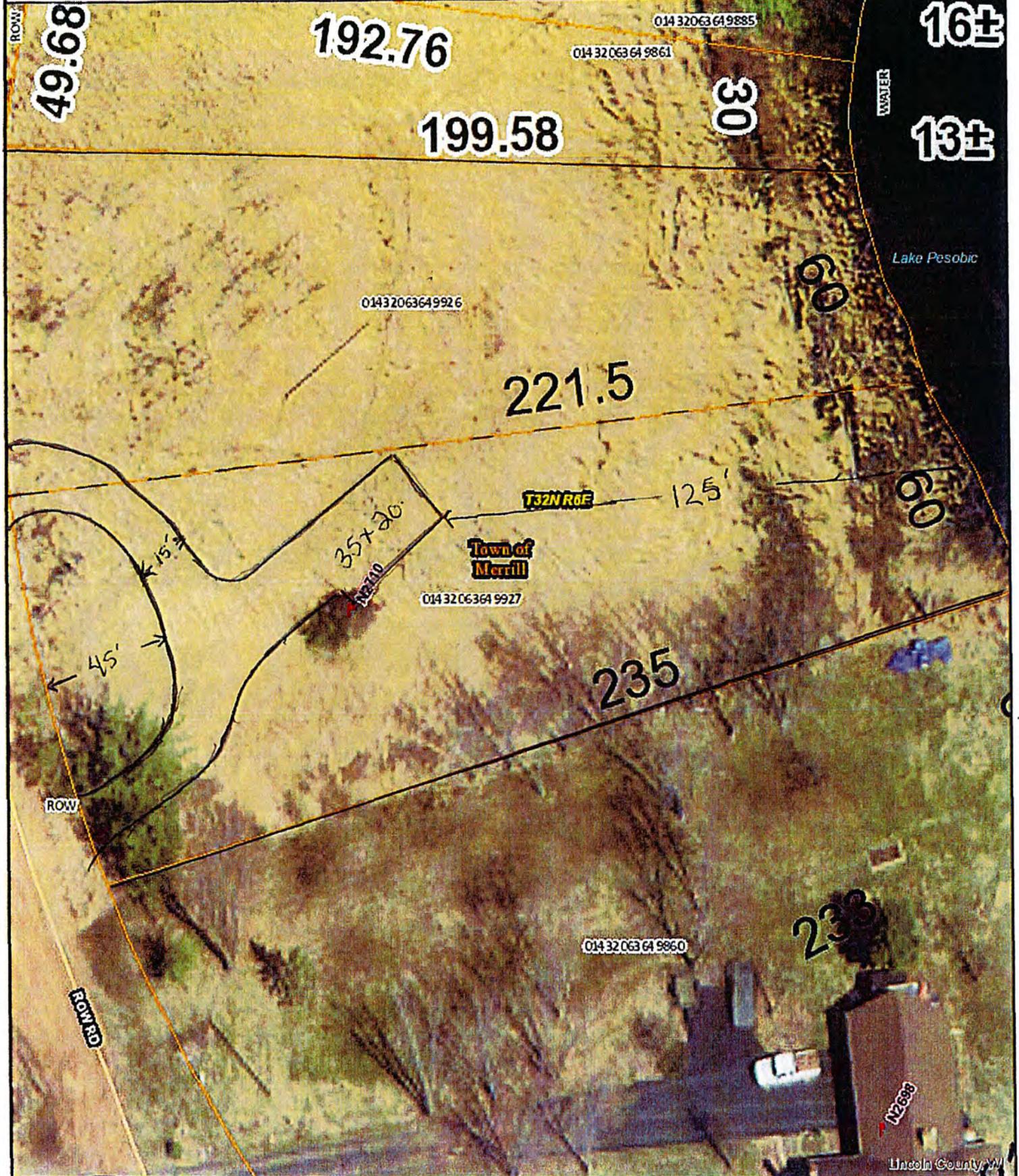
As we discussed 3/24, the CUP is for both Lots 11 and 12. However, the camper will be on Lot 11.

If you have any questions, please let us know. We can be reached at this email address. Our cell #s are Tom: 715-921-5677 or Mary: 715-573-5249. (I've also copied Mike Huth in on this email along with Kay Tautges, Clerk/Treasurer, Town of Merrill.) Please keep us posted of any meeting dates we should be aware of, especially with the present circumstances.

We hope all is well and thank you for your help with this process.

---

 **BALL, CUP ID 1140 Revised Picture.pdf**  
3893K



Author: Public  
Date Printed: 2/25/2020



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Vertical text on the right edge of the map area, possibly a scale or coordinate indicator.

Handwritten notes at the bottom of the page, including 'Roll' and 'Annotation'.

# Lincoln County Public Access Land Records Viewer

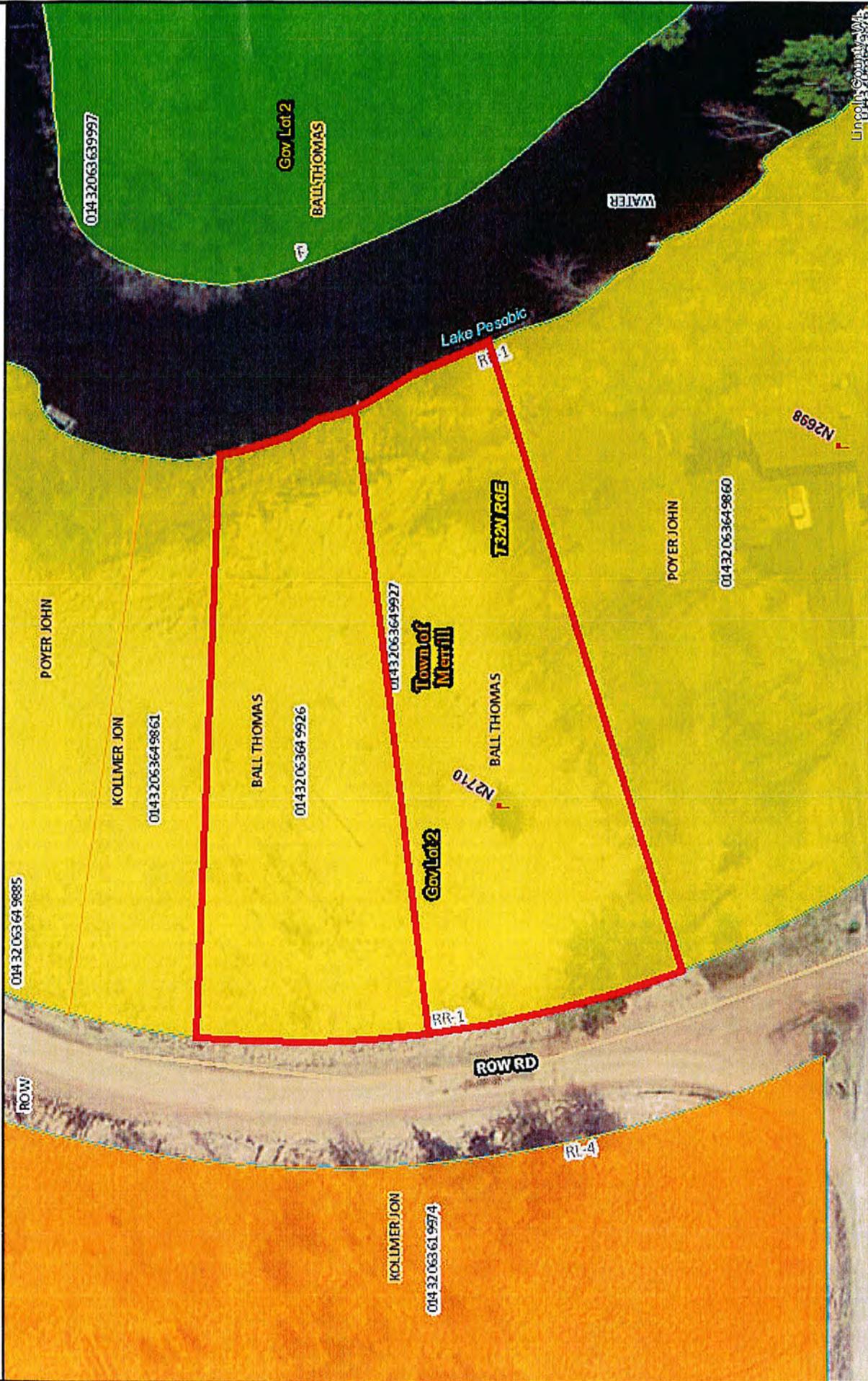


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Author: Public  
Date Printed: 3/23/2020

# Lincoln County Public Access Land Records Viewer



Lincoln County, WI  
01432063649927

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Author: Public  
Date Printed: 3/23/2020





## **CONDITIONAL USE PERMIT**

### **STAFF REPORT**

Report Date: June 1, 2020  
Hearing Date: June 11, 2020  
Property Owner: Thomas and Mary Ball  
Property Address: N2710 ROW Road  
Town of: Merrill  
PIN: 014-3206-364-9927  
Staff Reviewer: Mike Huth – Zoning Program Manager  
Zoning District: RR1-Rural Residential  
Overlay Zoning District: S-Shoreland  
Submitted Materials: CUP Application, Site Plan

### **OVERVIEW**

#### **REQUEST**

The applicant seeks a Conditional Use Permit (CUP) to allow a camping unit on the property for more than 60 days a year pursuant to Chapter 17.3.03(9) of the Lincoln County Zoning Ordinance.

#### **SUMMARY OF NOTEWORTHY TOPICS**

The applicant is proposing to place a camping unit upon the property in the RR1-Rural Residential zoning district for more than 60 days a year. The applicant has indicated that they will be utilizing the camping unit for recreational purposes with the potential to further develop the site with a single family dwelling in the future.

The applicant has been exploring a variety of means to meet the required sanitary sewage needs based upon if fresh water will be connected to the camping unit. Should a dwelling or seasonal dwelling be constructed in the future, the appropriately sized septic system would need to be designed, permitted, installed, and inspected.

#### **SITE CHARACTERISTICS**

The approximate .8 acre parcel is located east of ROW Road (town road), in Section 36 Town of Merrill. With the close proximity of the parcel to Lake Pesobic, located east of the property, the property is within the S-Shoreland overlay zoning district. The proposed camping unit location is in the shoreland overlay zoning district, but the proposed structure location meets all applicable setbacks to any ordinary high water mark (OHWM).

#### **SURROUNDING LAND USE AND ZONING**

As indicated by the zoning district map, the property is zoned RR1-Rural Residential. Properties **WEST** of the property are partially wooded properties used for single family dwellings in the RR2-Rural

Residential and RL4-Rural Lands zoning districts. Properties **NORTH** and **SOUTH** of the property are partially wooded properties used for single family dwellings in the RR3-Rural Residential and RR1-Rural Residential zoning districts. **EAST** of the property Lake Pesobic borders the property.

### **PUBLIC NOTIFICATION**

The applicant has made contact with the Town of Merrill and the Town recommendation document should be available for the Land Services Committee meeting. Staff advises the Land Services Committee review any comments the Town submits regarding this petition prior to taking action on this matter.

The legal notice of the request was noticed in the proper manner. Staff mailed notices of the petitioner's request to neighboring property owners within 300' from the property boundary and the Town of Merrill. At the date of this report, staff has not received any formal comments from neighboring property owners.

### **ACTION**

Consider the Conditional Use Permit, with conditions. The applicant must demonstrate that all requirements of the conditional use are or shall be satisfied, which must be supported by substantial evidence. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the county ordinance or those imposed by the Land Services Committee, the county shall grant the conditional use permit.

The Committee may impose reasonable conditions with the approval of a conditional use proposal, to the extent authorized by law as described in §59.69(5e)(2b), Wis. Stats. Conditions imposed shall meet all of the following requirements:

- (a) Conditions must be practical and measurable.
- (b) Any condition imposed must be related to the purpose of the ordinance, outlined in section 17.3 regarding the specific land use and be based on substantial evidence.
- (c) Any condition must be reasonable and to the extent practicable, measurable and may include conditions such as the permits duration, transfer, or renewal.

### **RELEVANT ORDINANCE SECTION(S)**

The performance standards located in 17.3.03(9):

*CAMPING UNIT. Includes any portable device, not more than 400 square feet in area, used as a temporary dwelling, including but not limited to a camping trailer, motor home, recreational vehicle, or tent. Does not include the storage of such camping unit on a lot. (Am. #2018-05-659)*

#### Regulations :

- (a) *Shall not be more than one occupied camping unit per parcel in a residential zoning district meeting applicable setbacks. (Am. #2018-05-659)*
- (b) *Adequate sanitation meeting all applicable State and County regulations, such as a private on-site waste disposal system or privy, shall be required for units that remain on a property for over 60 days.*
- (c) *County permits, as identified in Section 17.2.100 shall be required for units that remain on a property for over 60 days per calendar year. (Cr. #2006-06-477; Am. #2018-05-659)*
- (d) *Shall not be more than one stored camping unit meeting applicable setbacks per parcel in a residential zoning district that contains a principle structure. (Cr. #2018-05-659)*

## ASSESSMENT

### CONCLUSION

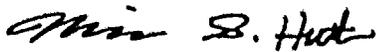
Staff finds that the petition satisfies the performance standards found in section 17.3.03(9) of the Lincoln County Zoning Ordinance. In the RR1-Rural Residential zoning district, the proposed camping unit to remain on a property for over 60 days per calendar year is conditionally permitted; however, the committee still needs to form a basis for a decision by reviewing information provided by the applicant, the Town, testimony at the public hearing, and the staff report.

### RECOMMENDATION

Staff recommends the Land Services Committee grants a Conditional Use Permit to Thomas and Mary Ball to allow for a camping unit to remain on a property for over 60 days per calendar year if the committee is confident the request satisfies the approval criteria listed in the Zoning Ordinance and this report.

Staff suggests the Land Services Committee attach the following conditions:

1. *Shall not be more than one occupied camping unit per parcel in a residential zoning district meeting applicable setbacks.*
2. *Adequate sanitation meeting all applicable State and County regulations, such as a private on-site waste disposal system or privy, shall be required for units that remain on a property for over 60 days.*
3. *Shall not be more than one stored camping unit meeting applicable setbacks per parcel in a residential zoning district that contains a principle structure.*
4. *Once a principle structure is permitted and occupancy granted by the local building inspector, the camping unit can no longer be occupied for more than 60 days per calendar year.*
5. *Camping unit limited to 400 square feet in overall size.*
6. *The camping unit shall meet all required setbacks imposed by the Zoning Ordinance.*
7. *The camping unit must be authorized by the issuance of a Land Use Permit.*



Lincoln County - Zoning Program Manager

6/1/2020

Date



**Looking South**



**Looking West**

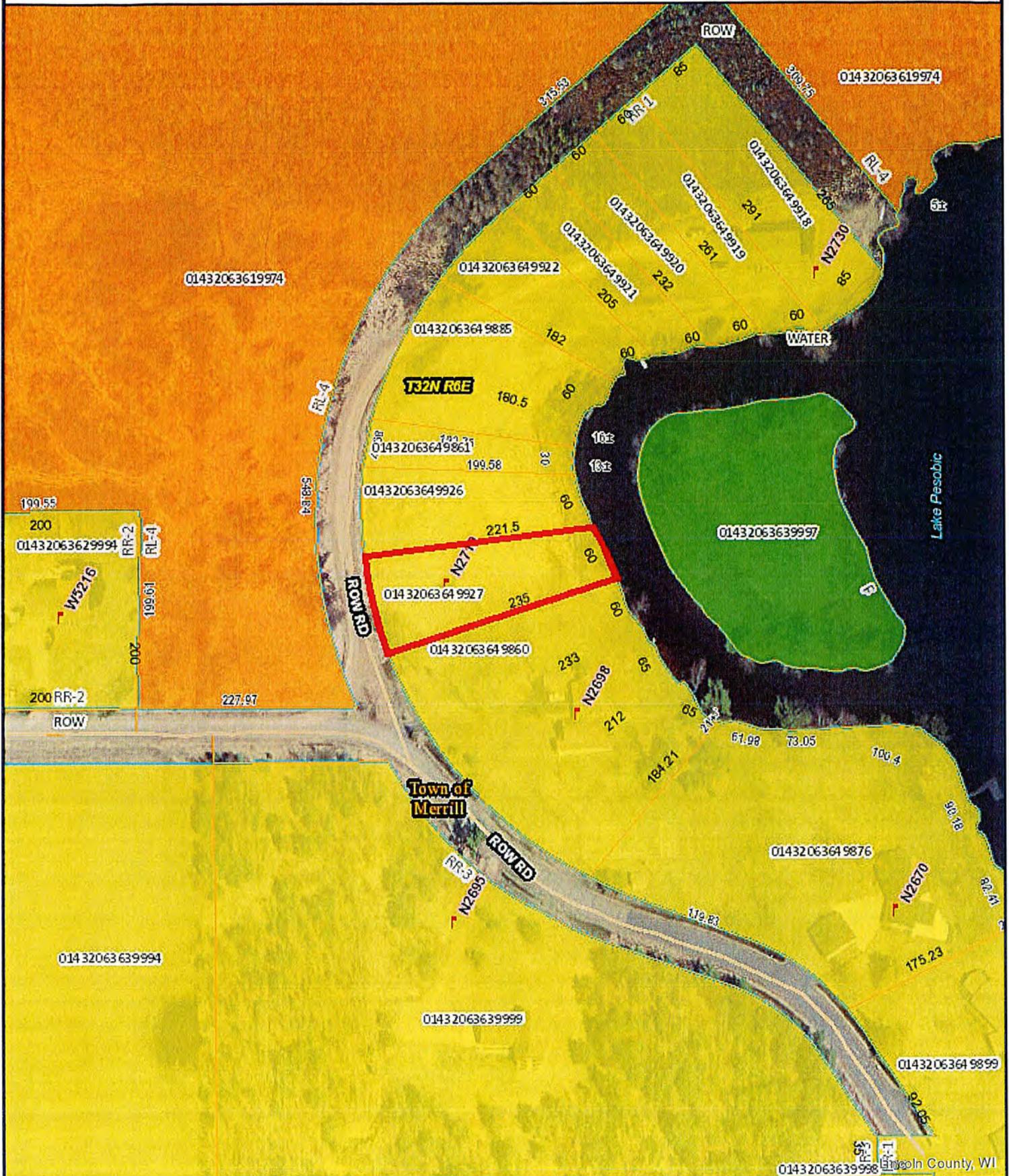


**Looking North**



**Looking East**

# Lincoln County Public Access Land Records Viewer



Author: Public  
Date Printed: 6/3/2020



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# Lincoln County Public Access Land Records Viewer



Author: Public  
Date Printed: 6/3/2020



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RECEIVED

Fee: \$ 350.00

Receipt Number 14081 (7451)

# CUP - 20 - 004

APR 14 2020

CONDITIONAL USE PERMIT

LINCOLN COUNTY ZONING

To the Lincoln County Planning and Zoning Administration: The undersigned hereby makes application for a CONDITIONAL USE PERMIT for a determination that the following described site is suitable for the purpose indicated, and that suitable safeguards are met in accordance with the requirements of the Lincoln County Zoning Ordinance and with all other applicable County Ordinances and the laws and regulations of the State of Wisconsin. I declare that the information that I am supplying is true and accurate to the best of my knowledge and I acknowledge that this information will be relied upon for the issuance of this permit. By signing this application I am also granting permission to the zoning department staff to enter my property at any reasonable time for the purpose of inspection to assure compliance with the zoning laws relative to the issuance of this permit.

Legal Description: Section: 29 Township: 35 North Range: 7 East

Gov Lot: OR Quarter/Quarter: SE/NE

Lot Number: 1 Subdivision/CSM: 2576

Property Address: N10391 S. Pine Rd TOMAHAWK TOWN of King

Zoning district: RR-3 Lot size 2.15 acres

Proposed use: Meat Rm + STORAGE - Addition to 22000 sqft cp

PLEASE NOTE: No later than 5 days of its submittal to the Zoning Administrator, the applicant shall transmit 2 identical copies of the petition and all applicable materials to the clerk of the town in which the proposal lies. Lincoln County Code of Ordinances 17.8.30 (2)

Applicants Initials

COMPLETE A PLOT PLAN DRAWING ON REVERSE SIDE OR ATTACH A SEPARATE SHEET

Owner(s) Name(s): Kenneth A. Leitermann

Mailing Address: N10391 S. Pine Rd TOMAHAWK WI

Daytime Phone: (715) 966-0642

Note: All owners must sign

Signature: Kenneth A. Leitermann

CO-APPLICANT (other than owner)

Name:

Mailing Address:

Phone: ( )

Date: 4-7-20

Date:

FOR OFFICE USE ONLY

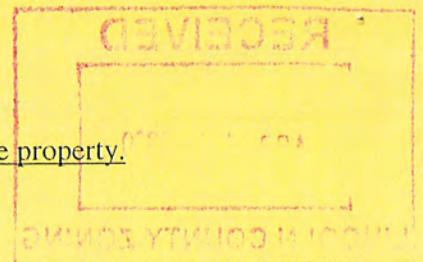
Ordinance section relating to the request 17.3.09 (1)

Use of adjoining property: Residential

Date Application Received: 4-14-2020 By (Staff) ep

Date of Hearing: 5-14-2020

Owner South Pine Investments LLC (Leitermann) Tax Parcel # 012-3507-291-9986 Town King



**PLOT PLAN DRAWING**

Include on the drawing ALL of the information requested below that applies to the property.

1. Shape of parcel, include all lot line dimensions.
2. Indicate NORTH.
3. Show the location and names of all surrounding roads/highways.
4. Show the location and names of all area water bodies (lakes, rivers, creeks, ponds, etc.)
5. Indicate ALL other existing buildings on parcel with "EB".

Complete the following if the request is for NEW Construction

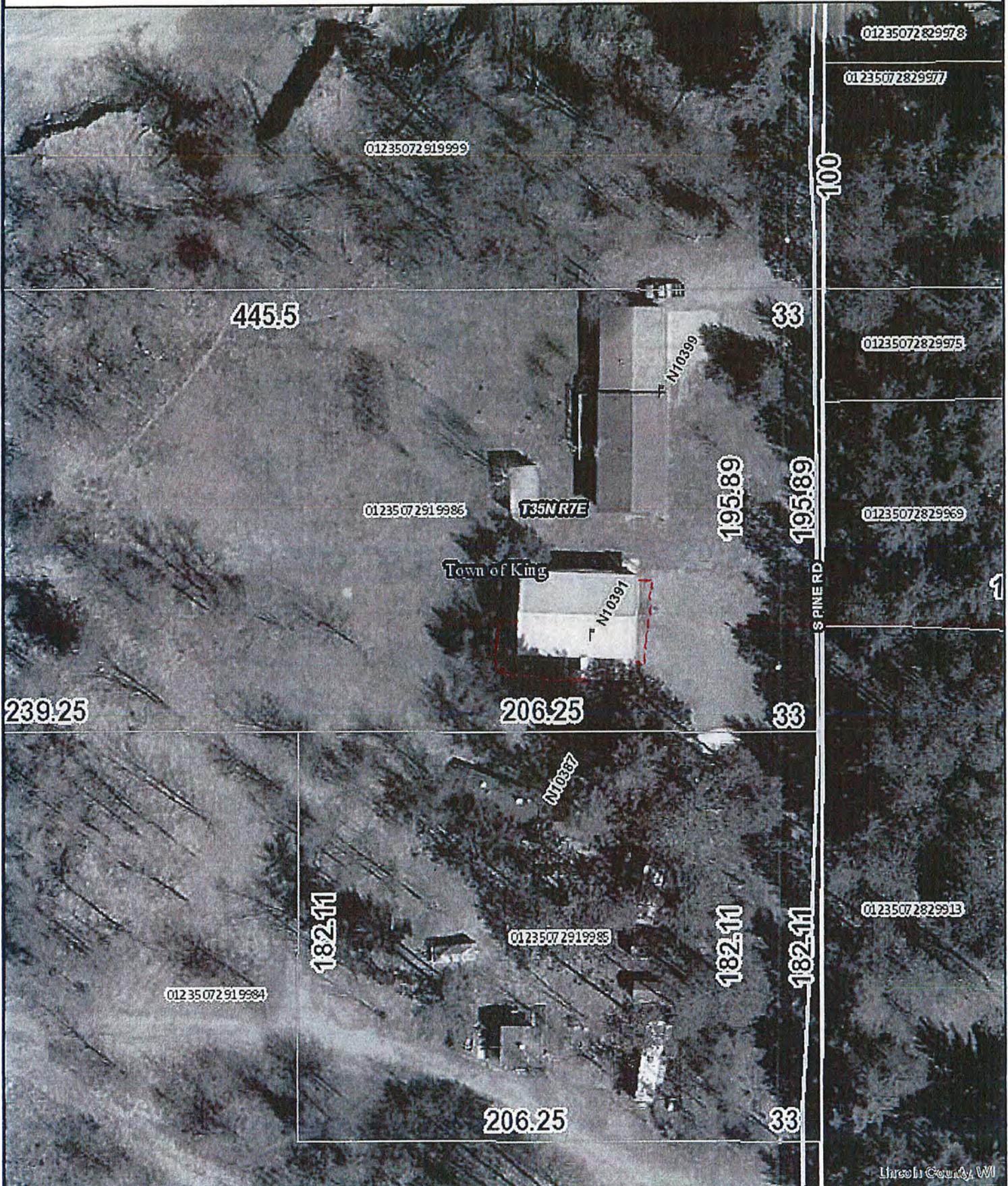
6. Show the location of the proposed construction on the parcel. Include the following measurements:
  - a) Distance from the centerline of any/all roads.
  - b) Distance from the right-of-way of any/all roads.
  - c) Distance to all lot lines.
  - d) Distance to any/all water bodies adjacent to or within the parcel.
7. Indicate distance from septic tank or holding tank to proposed construction.
8. Indicate distance from sewage system drainfield to proposed construction.
9. Indicate distance from well to proposed construction.
10. (IF on water) Indicate proposed clearings within the vegetative buffer zone (please refer to Shoreland Ordinance for limitations on different water classifications).

**SITE SHOULD BE MARKED OR FLAGGED PRIOR TO ZONING ONSITE INDICATING EXISTING LOT LINES, PROPOSED LOT LINES AND ANY PROPOSED CONSTRUCTION**

*See Attached*

**NO CONSTRUCTION SHALL BEGIN UNTIL A LAND USE PERMIT HAS BEEN ISSUED**

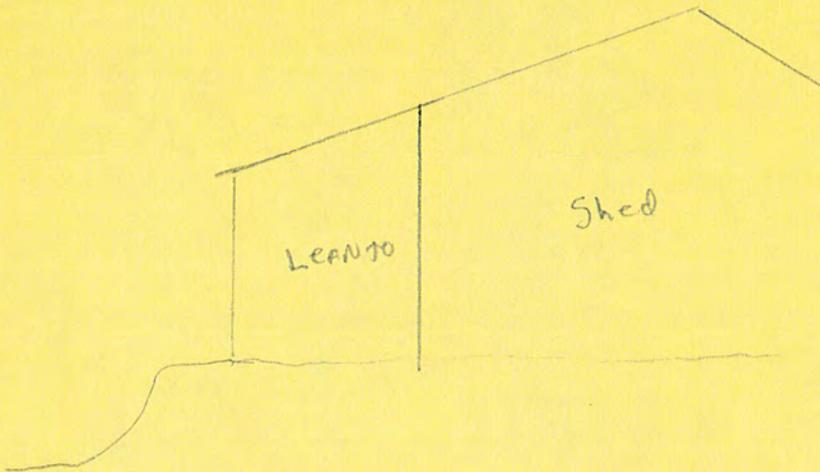
# Lincoln County Public Access Land Records Viewer



Author: Public  
Date Printed: 1/24/2020

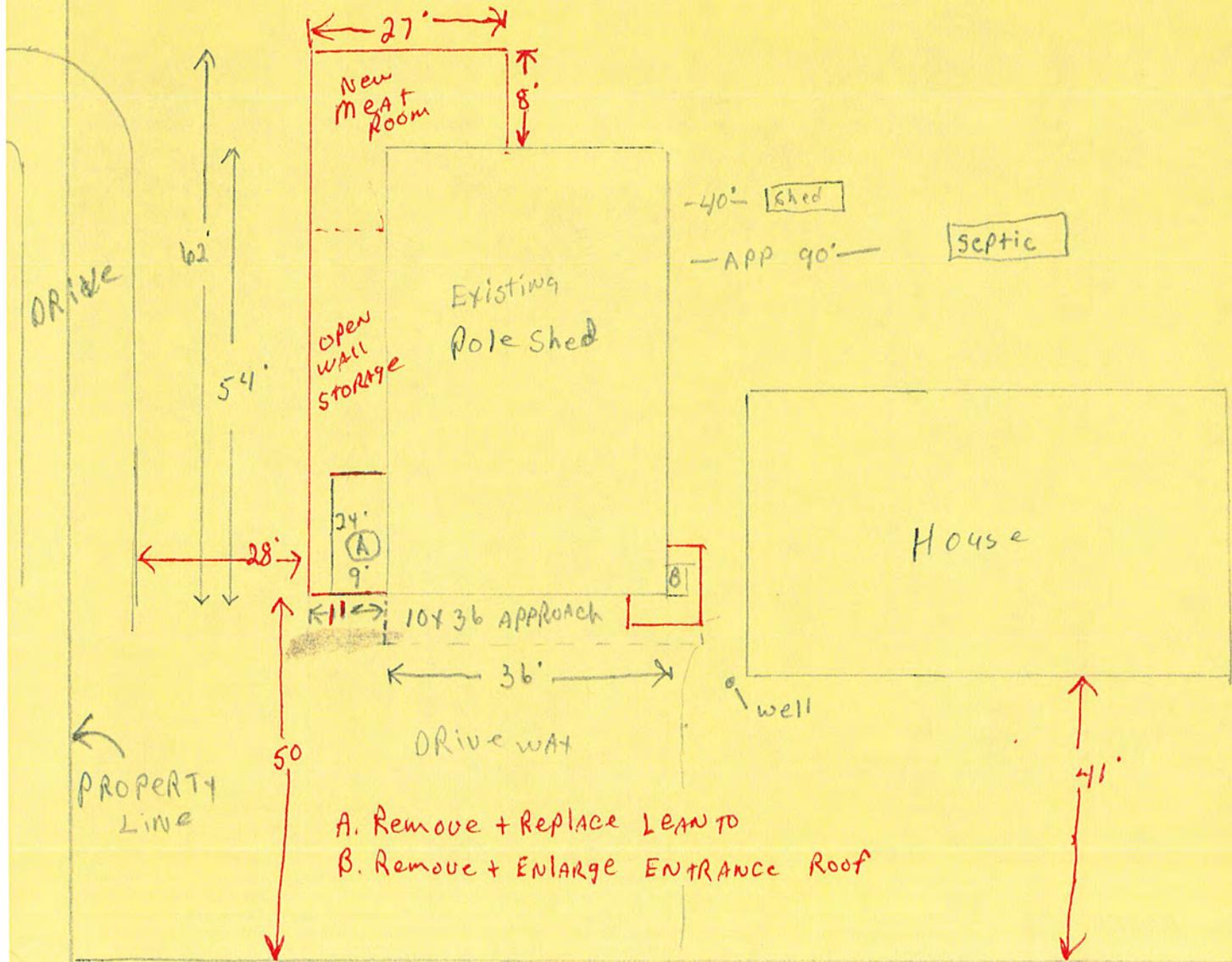


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NORTH →

LOT size  
195.89 x 445.5



- A. Remove + Replace LEAN TO
- B. Remove + ENLARGE ENTRANCE ROOF

ROAD Right of way S. pine RD

# Lincoln County Public Access Land Records Viewer



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Author: Public  
Date Printed: 4/14/2020





## **CONDITIONAL USE PERMIT**

### **STAFF REPORT**

Report Date: May 28, 2020  
Hearing Date: June 11, 2020  
Property Owner: South Pine Investments LLC  
Representative: Kenneth Leitermann  
Property Address: N10391 S. Pine Rd.  
Town of: King  
PIN: 012-3207-291-9986  
Staff Reviewer: Mike Huth – Zoning Program Manager  
Zoning District: RR3-Rural Residential  
Overlay Zoning District: S-Shoreland (See staff report for further details)  
Submitted Materials: CUP Application, Site Plan

### **OVERVIEW**

#### **REQUEST**

The applicant seeks a Conditional Use Permit (CUP) to allow for an accessory storage building larger than 2,000 square feet (sqft) pursuant to Chapter 17.3.03(1) of the Lincoln County Zoning Ordinance.

#### **SUMMARY OF NOTEWORTHY TOPICS**

The applicant is proposing to expand an existing accessory structure building for personal storage and personal use which will result in the overall sqft of the building being larger than 2,000 sqft. Detached accessory buildings greater than 2,000 sqft in the RR3-Rural Residential zoning district require a condition use permit.

#### **SITE CHARACTERISTICS**

The approximate 2.15 acre parcel is in Section 29 in the Town of King. The access to the property will be gained by the existing driveway off of South Pine Road, a town road. A single family dwelling with garage and accessory structures exist at the property. The close proximity to the Wisconsin River places the property in the Shoreland overlay zoning district. However, the property is not adjacent to the waterway, classifying it then as non-riparian. As proposed the accessory structure expansion would meet all applicable setbacks to property lines, septic's, and roadway.

#### **SURROUNDING LAND USE AND ZONING**

As indicated by the zoning district map, the property is zoned RR3-Rural Residential. **WEST** of the property is a partially wooded property in the RR3-Rural Residential zoning district. **NORTH** of the property is a partially wooded property in the RR3-Rural Residential zoning district. **EAST** of property and across S Pine Rd, are partially wooded properties with single family dwellings in a condominium lot

configuration in the RR2-Rural Residential zoning district. **SOUTH** of the property are partially wooded properties with single family dwellings in the RR3-Rural Residential zoning district.

### **PUBLIC NOTIFICATION**

The applicant has made contact with the Town of Bradley and the Town recommendation document should be available prior to the Land Services Committee meeting. Staff advises the Land Services Committee review any comments the Town submits regarding this petition prior to taking action on this matter.

The legal notice of the request was noticed in the proper manner. Staff mailed notices of the petitioner's request to neighboring property owners within 300' from the property boundary and the Town of King. At the date of this report, staff has not received any formal comments from neighboring property owners.

### **ACTION**

Consider the Conditional Use Permit, with conditions. The applicant must demonstrate that all requirements to the conditional use are or shall be satisfied, which must be supported by substantial evidence. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the county ordinance or those imposed by the Land Services Committee, the county shall grant the conditional use permit.

The Committee may impose reasonable conditions with the approval of a conditional use proposal, to the extent authorized by law as described in §59.69(5e)(2b), Wis. Stats. Conditions imposed shall meet all of the following requirements:

- (a) Conditions must be practical and measurable.
- (b) Any condition imposed must be related to the purpose of the ordinance, outlined in section 17.3 regarding the specific land use and be based on substantial evidence.
- (c) Any condition must be reasonable and to the extent practicable, measurable and may include conditions such as the permits duration, transfer, or renewal.

### **RELEVANT ORDINANCE SECTION(S)**

The performance standards located in 17.3.09(1):

*ACCESSORY STRUCTURE. (Am. #2016-08-629) Detached accessory structure, including but not limited to: private garage, storage building, mechanical building, utility shed, in ground swimming pool, wind and solar energy system, outdoor wood furnace, and buildings clearly incidental to the approved use of the property. Items not included are listed in section 17.1.14 the definition of 'Structure' and structures with uses otherwise described under the "accessory farm and forestry structure" land use category.*

*Regulations:*

- a) Accessory structures less than or equal to 2,000 square feet are a permitted structure as indicated in [section 17.2.100](#).*
- b) Accessory structures greater than 2,000 square feet may require a conditional use permit as indicated in [section 17.2.100](#).*
- c) The accessory structure building height shall not exceed 25 feet.*
- d) Accessory structures shall not be used as habitable space or as a separate dwelling unit; except when approved through the applicable permitting process.*
- e) Attached garages, other attached buildings, and decks shall be considered part of the principal building, not an accessory structure.*

- f) Accessory structures proposed in advance of a principal building on the same lot; shall site such accessory structure with relation to appropriate locations for a future dwelling or buildings, private well, Private Onsite Wastewater Treatment Systems (POWTS), and driveway.
- g) Shall follow applicable zoning district maximum building coverage standards found in [section 17.2.101](#).
- h) Within a condominium there shall be not more than 2 detached accessory structures per unit; and the use of common/shared detached accessory structures are encouraged and shall be considered before individual detached structures are permitted. When common/shared detached accessory structures have not first been considered within the condominium, such may be grounds for denial of a zoning permit.
- i) Within a mobile home park there shall be not more than one accessory structure per zoning lot or site as the mobile home which it is associated with.

## **ASSESSMENT**

### **CONCLUSION**

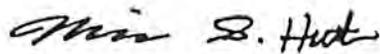
Staff finds that the petition satisfies the performance standards found in section 17.3.03(1) of the Lincoln County Zoning Ordinance. In the RR3-Rural Residential zoning district, the proposed storage building is conditionally permitted; however, the committee still needs to form a basis for a decision by reviewing information provided by the applicant, the Town, testimony at the public hearing, and the staff report.

### **RECOMMENDATION**

Staff recommends the Land Services Committee grants a Conditional Use Permit to South Pine Investments LLC (representative: Kenneth Leitermann) to allow for an accessory storage building larger than 2,000 square feet if the committee is confident the request satisfies the approval criteria listed in the Zoning Ordinance and this report.

Staff suggests the Land Services Committee attach the following conditions:

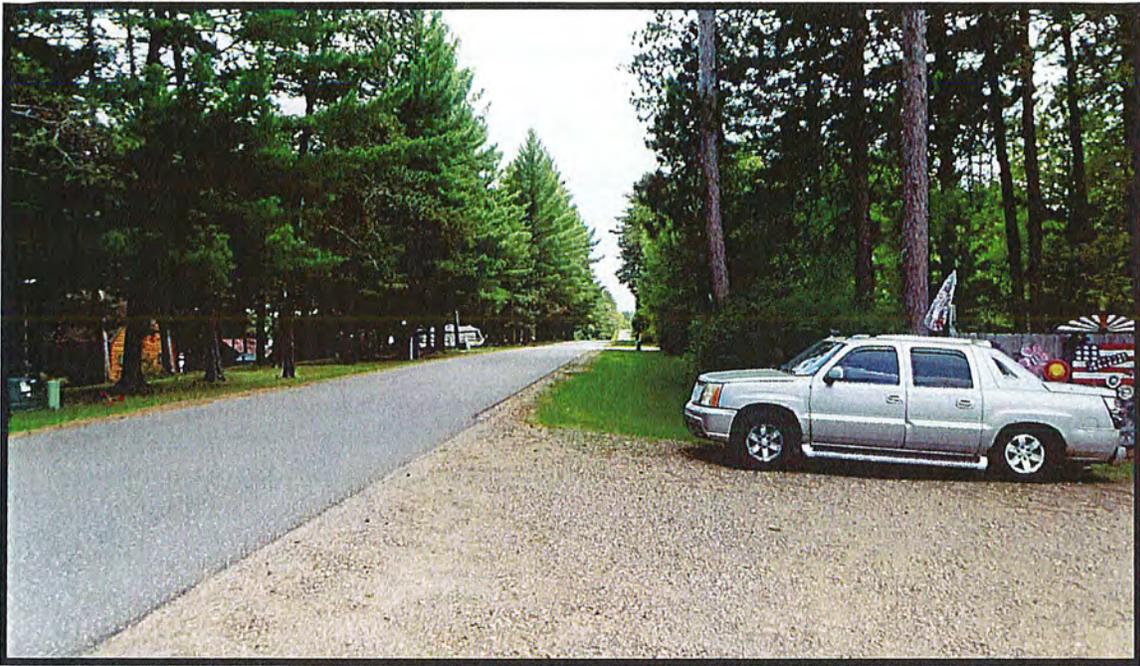
1. Size/dimensions of accessory structure to be no larger than proposed on site plan.
2. Accessory structure shall not be used as habitable space, commercial use, industrial use, or as a separate dwelling unit; unless as approved through the applicable permitting process.
3. Shall follow applicable zoning district maximum building coverage standards for the acreage found in section 17.2.101.
4. Accessory structure additions to be permitted through the Zoning - Lane Use Permit process and meet all applicable standards located in zoning ordinance.



Lincoln County - Zoning Program Manager

5/28/2020

Date



**Looking South**



**Looking West**



**Looking North**



**Looking East**



# Lincoln County Public Access Land Records Viewer



Author: Public  
Date Printed: 6/3/2020



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Lincoln County, WI





FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
51 GENERAL GOVERNMENT							
0000 DIVISION							
10410051 511000 GG-SALARIES AND WA	231,652	231,652	43,152.63	8,518.70	.00	188,499.37	18.6%
2020/05/000009 05/08/2020 PRJ	4,259.35 REF PAYROL	4,259.35 REF PAYROL			WARRANT=200508	RUN=2 GENERAL	
2020/05/000060 05/22/2020 PRJ	4,259.35 REF PAYROL	4,259.35 REF PAYROL			WARRANT=200522	RUN=2 GENERAL	
10410051 520000 GG-EMPLOYEE BENEFIT	127,496	127,496	23,938.93	4,702.73	.00	103,557.07	18.8%
2020/05/000009 05/08/2020 PRJ	2,355.17 REF PAYROL	2,355.17 REF PAYROL			WARRANT=200508	RUN=2 GENERAL	
2020/05/000060 05/22/2020 PRJ	2,347.56 REF PAYROL	2,347.56 REF PAYROL			WARRANT=200522	RUN=2 GENERAL	
10410051 530000 GG-REMONUMENTATION	3,000	3,000	438.24	.00	.00	2,561.76	14.6%
10410051 531060 GG-TT CONTRACT	45,000	45,000	26,770.00	280.00	.00	18,230.00	59.5%
2020/05/000066 05/20/2020 API	280.00 VND 007513	VCH323344	TRANSCENDENT	TECHNOL	PROPERTY LISTING	TRAINING	328071
10410051 531190 GG-SOFTWARE MAINT	30,000	30,000	15,645.00	.00	.00	14,355.00	52.2%
10410051 531270 GG-RETAINED FEE EX	45,000	45,000	.00	.00	.00	45,000.00	.0%
10410051 543001 GG-VEH MAINT	1,000	1,000	.00	.00	.00	1,000.00	.0%
10410051 545000 GG-ROAD REPAIR	1,500	1,500	.00	.00	.00	1,500.00	.0%
10410051 551000 GG-INSURANCE	270	270	.00	.00	.00	270.00	.0%
10410051 552000 GG-LSD PHONE	2,600	2,600	.00	.00	.00	2,600.00	.0%

FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410051 552001 GG-TELEPHONE	1,200	1,200	392.05	38.06	.00	807.95	32.7%
2020/05/000066 05/20/2020 API	38.06 VND	005069 VCH323387	VERIZON WIRELESS	CELL PHONES			328073
10410051 554000 REAL TAX LISTER PR	5,100	5,100	51.49	.00	.00	5,048.51	1.0%
10410051 554001 GG-PRINTING ALLOC	5,000	5,000	331.75	.00	.00	4,668.25	6.6%
10410051 555000 GG-TRAVEL TRAINING	4,500	4,500	1,625.45	.00	.00	2,874.55	36.1%
10410051 560000 GG-RURAL ADDRESS	2,600	2,600	1,096.58	143.57	.00	1,503.42	42.2%
2020/05/000086 05/28/2020 API	143.57 VND	000405 VCH323445	RENT-A-FLASH	RURAL ADDRESS NUMBERS			328114
10410051 561100 GG-OFFICE SUPPLIES	4,000	4,000	90.73	.00	.00	3,909.27	2.3%
10410051 561101 GG-POSTAGE	700	700	19.98	.00	.00	680.02	2.9%
10410051 561450 GG-MONUMENT	0	0	1,019.50	260.00	.00	-1,019.50	100.0%*
2020/05/000086 05/28/2020 API	260.00 VND	000602 VCH323444	PIPE 'N STICKS	REBAR			328111
10410051 562001 GG-FUEL	1,200	1,200	302.26	.00	.00	897.74	25.2%
TOTAL NO PROJECT	511,818	511,818	114,874.59	13,943.06	.00	396,943.41	22.4%
10005 BASE BUDGET WLIP GRANT							
10410051 511000 10005 GG-BASE WLIP	32,200	32,200	22,605.60	4,922.62	.00	9,594.40	70.2%
2020/05/000009 05/08/2020 PRJ	2,461.31 REF	PAYROL		WARRANT=200508			RUN=2 GENERAL
2020/05/000060 05/22/2020 PRJ	2,461.31 REF	PAYROL		WARRANT=200522			RUN=2 GENERAL
10410051 520000 10005 GG - BASE WLI	10,585	10,585	6,287.19	1,385.74	.00	4,297.81	59.4%
2020/05/000009 05/08/2020 PRJ	691.18 REF	PAYROL		WARRANT=200508			RUN=2 GENERAL
2020/05/000060 05/22/2020 PRJ	694.56 REF	PAYROL		WARRANT=200522			RUN=2 GENERAL

FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410051 571000 10005 GG-BASE WLIP	12,215	12,215	.00	.00	.00	12,215.00	.0%
TOTAL BASE BUDGET WLIP GRANT	55,000	55,000	28,892.79	6,308.36	.00	26,107.21	52.5%
10015 STATE EDUCATION GRANT							
10410051 555000 10015 GG-STATE EDU	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL STATE EDUCATION GRANT	1,000	1,000	.00	.00	.00	1,000.00	.0%
10127 STRATEGIC INITIATIVE GRANT							
10410051 511000 10127 SALARIES AND	34,500	34,500	3,480.00	900.00	.00	31,020.00	10.1%
2020/05/000009 05/08/2020 PRJ	675.00 REF PAYROL				WARRANT=200508	RUN=2 GENERAL	
2020/05/000060 05/22/2020 PRJ	225.00 REF PAYROL				WARRANT=200522	RUN=2 GENERAL	
10410051 520000 10127 EMPLOYEE BENE	2,608	2,608	266.23	68.85	.00	2,341.77	10.2%
2020/05/000009 05/08/2020 PRJ	51.64 REF PAYROL				WARRANT=200508	RUN=2 GENERAL	
2020/05/000060 05/22/2020 PRJ	17.21 REF PAYROL				WARRANT=200522	RUN=2 GENERAL	
10410051 571000 10127 GG-STRATEGIC	12,892	12,892	.00	.00	.00	12,892.00	.0%
TOTAL STRATEGIC INITIATIVE GRANT	50,000	50,000	3,746.23	968.85	.00	46,253.77	7.5%
TOTAL DIVISION	617,818	617,818	147,513.61	21,220.27	.00	470,304.39	23.9%
TOTAL GENERAL GOVERNMENT	617,818	617,818	147,513.61	21,220.27	.00	470,304.39	23.9%

53 PUBLIC WORKS

0000 DIVISION

10002 WISCONSIN FUND GRANT

FOR 2020 05 JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410053 595000 10002 PM-WT FUND	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL WISCONSIN FUND GRANT	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL DIVISION	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL PUBLIC WORKS	15,000	15,000	.00	.00	.00	15,000.00	.0%

56 CONSERVATION AND DEVELOPMENT

0000 DIVISION							
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10410056 511000 C&D-SALARY AND WAG	283,110	283,110	81,502.12	17,887.12	.00	201,607.88	28.8%
2020/05/000009 05/08/2020 PRJ	8,943.56 REF PAYROL						
2020/05/000060 05/22/2020 PRJ	8,943.56 REF PAYROL						

10410056 520000 C&D-EMPLOYEE BENEF	110,217	110,217	37,704.58	6,894.45	.00	72,512.42	34.2%
2020/05/000009 05/08/2020 PRJ	3,021.23 REF PAYROL						
2020/05/000060 05/22/2020 PRJ	3,873.22 REF PAYROL						

10410056 530000 C&D-GRAZING	7,500	7,500	.00	.00	.00	7,500.00	.0%
10410056 543001 C&D-VEHICLE MAINT	3,500	3,500	74.54	.00	.00	3,425.46	2.1%

10410056 551000 C&D-INSURANCE	865	865	.00	.00	.00	865.00	.0%
10410056 552001 C&D-TELEPHONE	1,500	1,500	493.30	41.42	.00	1,006.70	32.9%

2020/05/000066 05/20/2020 API	41.42 VND	005069 VCH323387	VERIZON WIRELESS	CELL PHONES	.00	2,000.00	.0%
10410056 553000 C&D-ADVERTISING	2,000	2,000	.00	.00	.00	2,000.00	.0%



FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410056 554001 C&D-PRINTING ALLOC	5,000	5,000	306.19	.00	.00	4,693.81	6.1%
10410056 555000 C&D-TRAVEL TRAININ	6,500	6,500	3,106.00	.00	.00	3,394.00	47.8%
10410056 561100 C&D-OFFICE SUPPLIE	4,000	4,000	332.00	.00	.00	3,668.00	8.3%
10410056 561101 C&D-POSTAGE	3,500	3,500	179.74	31.84	.00	3,320.26	5.1%
2020/05/000086 05/28/2020 API	31.84 VND	300012 VCH323446	VIP OFFICE PRODUCTS	UPS CHARGES			328127
10410056 562001 C&D-FUEL	3,000	3,000	260.51	.00	.00	2,739.49	8.7%
TOTAL NO PROJECT	430,692	430,692	123,958.98	24,854.83	.00	306,733.02	28.8%
10010 LWRMP IM BONDING STATE AID							
10410056 595000 10010 C&D-LWRMP BON	100,000	100,000	17,424.65	.00	.00	82,575.35	17.4%
TOTAL LWRMP IM BONDING STATE AID	100,000	100,000	17,424.65	.00	.00	82,575.35	17.4%
10016 SWRM STAFFING STATE AID							
10410056 511000 10016 C&D-SALARIES	71,621	71,621	38,466.76	8,841.08	.00	33,154.24	53.7%
2020/05/000009 05/08/2020 PRJ	4,420.54 REF	PAYROL		WARRANT=200508	RUN=2	GENERAL	
2020/05/000060 05/22/2020 PRJ	4,420.54 REF	PAYROL		WARRANT=200522	RUN=2	GENERAL	
10410056 520000 10016 C&D-EMPLOYEE	25,612	25,612	16,106.62	3,673.91	.00	9,505.38	62.9%
2020/05/000009 05/08/2020 PRJ	1,833.02 REF	PAYROL		WARRANT=200508	RUN=2	GENERAL	
2020/05/000060 05/22/2020 PRJ	1,840.89 REF	PAYROL		WARRANT=200522	RUN=2	GENERAL	
TOTAL SWRM STAFFING STATE AID	97,233	97,233	54,573.38	12,514.99	.00	42,659.62	56.1%

FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10018 WILDLIFE ABATEMENT STATE AID							
10410056 595000 10018 C&D-WILDLIFE	20,000	20,000	6,999.49	.00	.00	13,000.51	35.0%
10410056 595001 10018 C&D VENISON P	0	0	675.00	.00	.00	-675.00	100.0%*
TOTAL WILDLIFE ABATEMENT STATE AI	20,000	20,000	7,674.49	.00	.00	12,325.51	38.4%
TOTAL DIVISION	647,925	647,925	203,631.50	37,369.82	.00	444,293.50	31.4%
0035 BOARD OF ADJUSTMENT							
10413556 511001 C&D- BOA PER DIEM							
10413556 532000 C&D-BOA REPORTER	100	100	.00	.00	.00	100.00	.0%
TOTAL NO PROJECT	1,100	1,100	.00	.00	.00	1,100.00	.0%
TOTAL BOARD OF ADJUSTMENT	1,100	1,100	.00	.00	.00	1,100.00	.0%
0282 MULTI DISCHARGE VARIANCE MDV							
10418256 570000 MDV EXPENDITURES							
TOTAL NO PROJECT	0	0	2,208.11	.00	.00	-2,208.11	100.0%*
TOTAL MULTI DISCHARGE VARIANCE MD	0	0	2,208.11	.00	.00	-2,208.11	100.0%
TOTAL CONSERVATION AND DEVELOPMEN	649,025	649,025	205,839.61	37,369.82	.00	443,185.39	31.7%
57 OUTLAY							
0000 DIVISION							



FOR 2020 05

JOURNAL DETAIL 2020 5 TO 2020 5

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10410057 581001 OUTLAY CIP	30,000	30,000	.00	.00	.00	30,000.00	.0%
TOTAL DIVISION	30,000	30,000	.00	.00	.00	30,000.00	.0%
TOTAL OUTLAY	30,000	30,000	.00	.00	.00	30,000.00	.0%
TOTAL GENERAL FUND	1,311,843	1,311,843	353,353.22	58,590.09	.00	958,489.78	26.9%
TOTAL EXPENSES	1,311,843	1,311,843	353,353.22	58,590.09	.00	958,489.78	26.9%
GRAND TOTAL	1,311,843	1,311,843	353,353.22	58,590.09	.00	958,489.78	26.9%

\*\* END OF REPORT - Generated by Samantha Fenske \*\*

# Lincoln County

## Budget Modification Form

For the Year 2019

Issue Date: 12/31/2019

County Department: Land

Budget Modification Number:  
(Finance will assign)

Account Number	Account Name	Increase	Decrease
10410051.552001	GG Telephone	125	
10410051.554000	Real Tax Lister Exp	3,427	
10410051.561100	GG Office Supplies		2,979
10410051.562001	GG Fuel		573
10410051.511000.10005	GG Base WLIP Wages	7,654	
10410051.520000.10005	GG Base WLIP Fringe	4,076	
10410051.571000.10005	GG Base WLIP-Misc		11,730
10410051.555000.10015	GG -Education Grant Exp	300	
10410051.435100.10015	GG- Education Grant Rev	300	
10410051.511000.10127	Strategic Grant Wages	37,324	
10410051.52000.10127	Strategic Grant Fringe	3,468	
10410051.571000.10127	Strategic Misc		40,792
10410056.520000	C&D Employee Benefits	21,451	
10410056.551000	C&D Insurance	110	
10410056.561101	C&D Postage	796	
10410056.444000	C&D Permits	8,215	
10410056.461900	C&D Misc Rev	178	
10410056.511000	C&D Salary and Wage		1,857
10410056.543001	C&D Vehicle Maintenance		1,885
10410056.552001	C&D Telephone		72
10410056.554001	C&D Printing Allocation		2,596



**2019 Carryover Request – No. \_\_\_\_\_ (To be completed by Finance)**

**Department** Land **Dept. No.** 41

Directions: Any department requesting a carryover of funds from 2019 to 2020 should complete a separate form for each account for which a carryover is requested. Please list the account number, the account name, the dollar amount and provide a complete explanation of the need for the request. If it is grant money, identify the name of the grant, the source of the grant funds and the expected use of the funds. (If you have multiple carryovers, please make copies of this form for your use.)

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
10410051.562002	GG-Electronic Access	\$114,911

Explanation

Carryover of Electronic Access

Grant Name

Electronic Access
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Source of Funds

Unspent Electronic Access Budget
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Expected Use

Planned Project –ROD reindexing

**Department Head's Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**2019 Carryover Request – No. \_\_\_\_\_ (To be completed by Finance)**

**Department** Land **Dept. No.** 41

Directions: Any department requesting a carryover of funds from 2019 to 2020 should complete a separate form for each account for which a carryover is requested. Please list the account number, the account name, the dollar amount and provide a complete explanation of the need for the request. If it is grant money, identify the name of the grant, the source of the grant funds and the expected use of the funds. (If you have multiple carryovers, please make copies of this form for your use.)

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
10410056.571001	C&D-NTC Nutrient	\$1,292

Explanation

Carryover of NTC Nutrient

Grant Name

NTC Nutrient
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Source of Funds

Program Revenue
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Expected Use

Per Program

**Department Head's Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**2019 Carryover Request – No. \_\_\_\_\_ (To be completed by Finance)**

**Department** Land **Dept. No.** 41

Directions: Any department requesting a carryover of funds from 2019 to 2020 should complete a separate form for each account for which a carryover is requested. Please list the account number, the account name, the dollar amount and provide a complete explanation of the need for the request. If it is grant money, identify the name of the grant, the source of the grant funds and the expected use of the funds. (If you have multiple carryovers, please make copies of this form for your use.)

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
10418256.570000	C&D-MDV Program	\$13,962

Explanation

Carryover of MDV Program

Grant Name

MDV Program
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Source of Funds

Program Revenue
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Expected Use

Per Program

**Department Head's Signature** \_\_\_\_\_  
**Date** \_\_\_\_\_

**2019 Carryover Request – No. \_\_\_\_\_ (To be completed by Finance)**

**Department** Land **Dept. No.** 41

Directions: Any department requesting a carryover of funds from 2019 to 2020 should complete a separate form for each account for which a carryover is requested. Please list the account number, the account name, the dollar amount and provide a complete explanation of the need for the request. If it is grant money, identify the name of the grant, the source of the grant funds and the expected use of the funds. (If you have multiple carryovers, please make copies of this form for your use.)

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
10410051.531270	GG-Retained Fees	\$221,742

Explanation

Carryover of retained fees

Grant Name

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Source of Funds

Revenue
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Expected Use

Planned project

**Department Head's Signature** \_\_\_\_\_

**Date** \_\_\_\_\_