



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
APRIL 24, 2019**

- I. Call meeting to order.** The meeting was called to order at 7:00 p.m. by Chairman Randy Vogel.
- A. Official meeting notification.** The official meeting notice was read into the record by Gordon Hoffmann.
- B. Roll call.** Members present: John Bales, Chad Johnson, Joe Kufahl, Arlyn Johnson, Randy Vogel, Ray Heidtke, David Klug and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver. Paul Huettl was absent.
- C. Approval of agenda.** Motion by Heidtke, seconded by Klug to approve the agenda. Motion carried.
- D. Approval of minutes.** Motion by Steffen, seconded by Kufahl to approve the minutes of the March 27, 2019 Park and Planning Commission meeting. Motion carried.
- II. Business**
- A. Any town citizen comment on an agenda item.** There were no comments.
- B. Certified Survey Map – Mike Truntz/Spotted T Farms, 1511 Western Avenue – review and action.** Truntz appeared with the certified survey map. Hoffmann verified he has received the culvert permit from Washington County. Motion by Bales, seconded by C. Johnson to recommend the Town Board approve the certified survey map for Mike Truntz/Spotted T Farms. Motion carried without a negative vote.
- C. Modified barn plans for landscaping and lawn service use - Eric Seatz, 3323 Country Aire Drive - review and action.** Seatz appeared with a revised plan for the interior area. Vogel stated there are two issues to discuss: 1. the “use” of the building – it can’t be used as a residence/living space, and 2. all the construction work was done without a building permit. Conditional Use Permit J-01-004 is in effect for the landscaping business being operated out of the property. Discussion included what would be required to inspect the property, review by Washington County Planning and Parks to ensure there is an approval for the sanitary system to meet the occupancy numbers, if State approval will be required due to there being a business operated at the site, and the reduction in size of the finished area. Hoffmann summarized by stating the current plan does not reflect the intended use. Motion by Bales, seconded by Steffen to reject the plan as presented.
- D. Preliminary Land Division – Don Stauss, Sherman Road – Section 25 – review and recommendation.** Stauss appeared on behalf of the owners to ask if the 13 acre property could be divided into two lots. Stauss presented two options for the members review. Option A divided the lot into an 8.84 acre parcel and a 5.03 acre parcel – both parcels would be flag shaped, one more severely in order to access the rear lot. Option B divided the property into a 5.01 acre

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parcel and then attached the remaining parcel to an existing residential lot, adjoining them on the west boundary. After discussion the general preference seemed to be favorable for Option B.

- E. JAYBA baseball requests – Gregg Winn – review and recommendation.** Greg Winn, Chairman of JAYBA (Jackson Area Youth Baseball Association) appeared. Winn stated the league is growing and improving; currently JAYBA has 21 teams - 5 select and 16 recreation. Winn outlined seven topics he would like to discuss with the Park and Planning Commission.
1. Winn stated they would like to have a storage shed at field 1 and he provided an illustration of the 8' x 5' resin storage shed they would like to purchase and install.
 2. Winn would like to use lights to extend playing hours; he feels they could arrange two games per night on the lighted field. As a trial they would like to start by renting four portable light units from June 15 thru July 15, 2019 on field 3. The lights are powered by diesel generators. If the lights prove beneficial then,
 3. JAYBA would like to discuss permanent lights in the future. Vogel noted it would be best to poll the neighbors and invite them to the next meeting to voice any concerns they might have related to the lights.
 4. Winn stated the gravel paths to the fields need maintenance, both gravel added and grading to smooth out the walkway. He noted the gravel area around the bleachers and dugouts need grading and leveling also.
 5. Winn asked if they could fly the American Flag on the flagpole. Clerk Oliver stated the American Legion has supplied flags in the past, and there should have been one on the flagpole.
 6. Winn asked if it would be possible to install permanent benches at the t-ball field, and add bleachers. Additionally JAYBA would like to request a five year contract rather than year to year contract.
 7. Winn stated he would like to further explore the idea of turning the tennis courts into a year round practice facility. Winn mentioned tenting the tennis courts and adding a turf floor.

After discussion, motion by A. Johnson, seconded by Bales to approve the 8' x 5' x 8' shed per the plan provided at the location discussed, the purchase and cemented installation of player benches for the t-ball field as well as the addition/use of bleachers (new or the bleachers from the Fistball field as long as they pass a safety inspection), and the drafting of a letter for the neighbors adjacent to the Town Hall property specifying the field 3 lighting plans and inviting them to the discussion at the May Park and Planning Commission meeting. Motion carried without a negative vote.

- F. Zoning Administrator's Report.** Hoffmann reported a *Notice of Noncompliance* was sent to Timothy Lodwick, 1447 STH 60 on March 29, 2019. Prior to the meeting tonight Lodwick approached Hoffmann with illustrations of the concrete barriers he plans to install as well as a 40' x 35' garage addition. Hoffmann stated he has turned the situation over to attorney Tim Andringa.

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G. Correspondence. Hoffmann reported attorney Andringa has sent correspondence to Lodwick. Heidtke thanked Lester Steffen for his service to the Park and Planning Commission and thanked Randy Vogel for his many years as Chairman of the Park and Planning Commission. Heidtke also reported he has spoken with the Lannon Stone representative and their bank about the request to change from a cash account to a letter of credit for the reclamation guarantee portion of the quarry's Conditional Use Permit. Arlyn Johnson had provided some suggestions to Heidtke that the town could require and neither Lannon Stone nor the bank were opposed to the input.

The next meeting will be held on May 29, 2019.

III. Adjournment. Motion by Steffen, seconded by Kufahl to adjourn. Motion carried.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk