Town of Lake Mills Plan Commission Minutes
October 1, 2024
Town Hall at 7:00 PM

1. Call the meeting to order: Nass called the meeting to order at 7:00 pm.

Notice posted at the Town Hall and posted on the Town of Lake Mills Website, www.townoflakemills.org on September 24th, 2024.

2. Roll Call: Members present: Froehle, Heinz, Muchka, and Nass. Battist excused

3. Adoption of Agenda: Moved by Froehle, second by Heinz, that the published meeting agenda be amended to allow for the swearing in of new member Greg Froehle and approval of new secretary. Moved by Froehle, seconded by Heinz to adopted as amended. Carried 4 – 0

4. Swearing in of New Board Member and Secretary: Moved by Nass, seconded by Heinz to approve Greg Froehle as new board member of the Town of Lake Mills Planning Commission. Carried 3-0, Froehle abstained. Moved by Nass, seconded by Heinz to appoint Sara Muchka as new Secretary of the Town of Lake Mills Planning Commission. Carried 3-0 Muchka abstained.

5. Approval of minutes from the September 3 meeting: Moved by Heinz, second by Froehle, that the Minutes of the September 3, 2024 Plan Commission meeting be approved. Carried 3 – 0 Froehle abstained.

6. Reports

a) Plan Commission Chairman's report: No Report

b) Town Board Report: Heinz announced that the request for a building placement made by Battist Farms, Inc for storage sheds on a 36.5 acre parcel at W9171 County Road B, Waterloo, parcel # 018-0713-0834-000 was approved.

c) County Report: Nass announced that the count will be searching for a new County Administrator. Nass said the county will be putting out an RFP for a recruiter to help in the process.

7. Period for Public Comment and Questions (non agenda items, information only): None

8. Review of Applications Filed:

a) Discussion and/or decision of rezone request made by Febock Brothers Partnership for the creation of a 1 to 1.2 acre buildable A-3 lot from a 60 acre, A-1 parent parcel #018-0713-3121-000 on HWY 134.

No one was in attendance to represent Febock Brothers Partnership.

Moved by Heinz, second by Muchka, that the Commission postpone the rezone request. Carried 4-0

b) Discussion and/or decision of Conditional Use for Matt and Allison Hasel for business use at W7778 Conservation Road.

No one was in attendance to represent Matt and Allison Hasel

Moved by Heinz, second by Muchka, that the Commission postpone the conditional use request. Carried 4-0

9. New Business:

a) Discussion and/or decision of reviewing Town Ordinance 5-22 Parks
The Commission discussed clerical and reference citation errors that need updating. Discussed adding a kayak section. Discussion continued over regulations and legal issues to applications. Motion was made to have Plan Commission members review Ordinance before the next meeting and have changes ready to discuss with members. Moved by Heinz, second by Froehle. Carried 4-0.

b) Discussion and/or decision of reviewing Town Ordinance 5-26 Regulations of Raze Building and Removal of Personal Property
The Commission discussed clerical and reference citation errors that need updating. Discussed fee structure and hourly rate for administration. Discussion continued over when and how it will be enforced and clarification of order vs permit. Motion was made to have Plan Commission members review Ordinance before the next meeting and have changes ready to discuss with members. Moved by Heinz, second by Froehle. Carried 4-0.

c) Discussion and/or decision of setting the November Plan Commission meeting date due to the Presidential election.
Motion was made by Heinz to move the November Plan Commission meeting to November 7th at 7pm. Moved by Heinz, second by Muchka. Carried 4-0

10. Old Business:

a) Discussion and/or decision of proposal to combine the Town Parks Committee with the Plan Commission
Heinz reported that he discussed a merger with the Town Chairman Thomas Buechel, who was not present at the meeting. Heinz reported that Buechel would like the Plan Commission to take over Parks Committee duties because the Plan Commission has regular monthly meetings and is able to move agenda items along. It was noted that they discussed how the Parks Committee doesn't meet regularly, and it has been hard to fill vacancies on the Committee. The Commission discussed what additional responsibilities there would be and ordinances that would need to be updated to accommodate this change. Motion was made to recommend to the Town Board the fill vacancies and replacement of the Town Chairperson for another volunteer opportunity and to maintain the Parks Committee as is. Moved by Muchka, second by Heinz. Carried 4-0

11. Correspondence: None

12. Agenda items for future meeting: None

13. Adjournment: Moved by Froehle, seconded by Heinz, to adjourn at 7:51 pm. Carried 4-0

Sara Muchka
Town of Lake Mills Plan Commission Secretary