

CRAWFORD COUNTY BOARD OF SUPERVISORS
April 17, 2018

The Crawford County Board of Supervisors met for their organizational meeting at the Crawford County Administration Building in Prairie du Chien, Wisconsin on April 17, 2018.

The Board was called to order by Chairman Tom Cornford. Roll was called with all members present. Chairman Cornford led the Board in the Pledge of Allegiance.

Supervisor Kuhn addressed the Board regarding sponsors for the Fair. If each County Board supervisor could get \$1,000 of sponsorship that would pay for the music plus part of the stage rental. If enough sponsorships can be obtained the County would not have to contribute so much toward the Fair and make it more profitable. The Fair needs as many volunteers as possible. The County no longer has three Extension agents who volunteered endless hours at the Fair. Volunteers would only have to volunteer for a 3-3 ½ hour time period. Volunteers get into the Fair free the day they are volunteering.

The Board was reminded of a Driftless Wisconsin Spring Kickoff event on Thursday, April 26th at the Dousman House in Prairie du Chien.

The Chairman verified that the meeting notice was properly posted.

**Motion by Steiner, second by Olson to approve the minutes of the previous meeting.
Motion carried unanimously.**

Corporation Counsel, Mark Peterson, issued the Oath of Office to the County Board of Supervisors. The supervisors then signed their Oath of Office.

DISTRICT 1

Prairie du Chien, 1st Ward.....Geri Kozelka

DISTRICT 2

Prairie du Chien, 2nd & 7th Wards.....Henry Esser

DISTRICT 3

Prairie du Chien, 3rd Ward.....Kersten Rocksvold

DISTRICT 4

Prairie du Chien, 4th Ward.....Brad Steiner

DISTRICT 5

Prairie du Chien, 5th Ward.....Duane Rogers

DISTRICT 6

Prairie du Chien, 6th Ward.....Carl Orr

DISTRICT 7

Town of Freeman, Villages of DeSoto (Ward 2) and
FerryvilleDavid Olson

DISTRICT 8

Town of Clayton (Ward 3) and Utica,
Village of Mt. Sterling.....Mary C. Kuhn

DISTRICT 9

Town of Clayton (Ward 1) and Village of Soldiers Grove.....Wade Dull

DISTRICT 10

Town of Clayton (Ward 2) and Village of Gays Mills.....Donald Stirling

DISTRICT 11

Towns of Haney and Scott, and Village of Bell Center.....Wayne Jerrett, Jr.

DISTRICT 12

Town of Seneca and Village of Lynxville.....Larry W. Kelley

DISTRICT 13

Towns of Eastman (Ward 1) and Prairie du Chien (Ward 2) and
Village of Eastman.....Greg Russell

DISTRICT 14

Towns of Eastman (Ward 2), Marietta and Wauzeka (Ward 2) and
Village of Steuben..... Gari Lorenz

DISTRICT 15

Town of Wauzeka (Ward 1) and Village of Wauzeka.....Gerald Krachey

DISTRICT 16

Town of Bridgeport..... Derek Flansburgh

DISTRICT 17

Town of Prairie du Chien (Ward 1).....Tom Cornford

Chairman Cornford stepped down from the Chair and Vice-Chairman Duane Rogers conducted the election for the office of County Board Chairman.

Tom Cornford was nominated for the position of County Board Chairman.

Motion by Kelley, second by Steiner that the nominations be closed and a unanimous ballot cast for Tom Cornford for County Board Chairman. Motion carried unanimously.

Chairman Cornford resumed the Chair and called for the election of Vice-Chairman. Duane Rogers was nominated for the Vice-Chairman.

Motion by Olson, second by Rocksvold that the nominations be closed and a unanimous ballot cast for Duane Rogers for County Board Vice-Chairman. Motion carried unanimously.

The next order of business was the election of the Highway Committee. The following nominations were made: David Olson, Buzz Esser, Brad Steiner, Derek Flansburgh, Carl Orr, Tom Cornford and Gerry Krachey. There being no further nominations, Chairman Cornford declared the nominations closed.

Chairman Cornford appointed the following supervisors to act as tabulators to tally the votes for the Highway Committee: Supervisors Kuhn, Kozelka and Kelley.

Supervisors Cornford, Esser, Krachey, Olson and Flansburgh were declared duly elected to the Highway Committee.

Chairman Cornford appointed Rodney Mezera and Debra Martin both of Prairie du Chien to the Advisory Committee of the Aging and Disability Resource Center Committee.

Dan McWilliams, Human Services Director, advised that Cindy Riniker was offered the position of Public Health Officer and had accepted the position in March. Dan advised that there is a process that must take place for the appointment. First the State must accept that this person qualifies as a Public Health Officer according to the statutes. The State did qualify this person. The County Board Chair must then appoint this person and then go to the full County Board for confirmation.

Dull moved, second by Stirling to approve the appointment of Cindy Riniker as Public Health Officer. Motion carried unanimously.

The next appointment was to the Board of Adjustment. The Chairman has appointed Jim Czajkowski, Pete Flesch and Dennis Bell. There is one alternate which is Pat Buenzli. Tom is looking for a second alternate. Jake Shedivy, Zoning Technician, explained the need for the Board of Adjustment.

Larry Quamme has been appointed to the Community Action Board, replacing John Young who has retired.

Kersten Rocksvold, Carl Orr, and Derek Flansburgh have been appointed to the River Rail Transit Commission. Chairman Cornford will serve as an alternate.

PROCLAMATION

SOIL & WATER STEWARDHSIP WEEK 2018

WHEREAS, fertile soil and clean water provide us with our daily sustenance, and;

WHEREAS, effective conservation practices have helped provide us a rich standard of living, and

WHEREAS, our security depends upon healthy soil and clean water, and

WHEREAS, stewardship calls for each person to help conserve these precious resources,

THEREFORE, I do hereby proclaim

**APRIL 29 to MAY 6, 2018
SOIL & WATER STEWARDSHIP WEEK**

Tom Cornford, County Board Chairman

Motion by Esser, second by Dull to adopt the proclamation. Motion carried unanimously.

PROCLAMATION

CRAWFORD COUNTY GOVERNMENT DAYS

WHEREAS, May 16, 2018 has been declared Crawford County Government Days; and

WHEREAS, Crawford County Government Days is a joint effort sponsored by Crawford County Government and the Crawford County American Legion to familiarize junior and senior high students from throughout Crawford County with government proceedings at the County level.

THEREFORE, BE IT RESOLVED that the members of the Crawford County Board commend the Crawford County American Legion for their cooperation and support of the youth of Crawford County.

Geri Kozelka, District 1
Henry Esser, District 2
Kersten Rocksvold, District 3
Brad Steiner, District 4
Duane Rogers, District 5
Carl Orr, District 6
David Olson, District 7
Mary Kuhn, District 8
Wade Dull, District 9

Donald Stirling, District 10
Wayne Jerrett, Jr., District 11
Larry Kelley, District 12
Greg Russell, District 13
Gari Lorenz, District 14
Gerald Krachey, District 15
Derek Flansburgh, District 16
Tom Cornford, District 17
Janet L. Geisler, County Clerk

Motion by Kelley, second by Steiner to adopt the proclamation. Motion carried unanimously.

RESOLUTION NO. 5-2018

2019-2021 CRAWFORD COUNTY LAND CONSERVATION DEPT.- WISCONSIN DNR PARTNERSHIP RESOLUTION

WHEREAS, Crawford County desires to partner with the Wisconsin Department of Natural Resources by participating in county fish and game projects pursuant to provision of s. 23.09(12) of the Wisconsin Statutes, Conservation Aids and through Snowmobile Trail Maintenance Programs,

WHEREAS, financial aid is required to carry out the program;

WHEREAS, Crawford County will re-certify this partnership by passing similar resolutions every other year:

THEREFORE, BE IT RESOLVED, THAT Crawford County has budgeted a sum sufficient to complete the project or acquisition and

HEREBY AUTHORIZES the Crawford County Conservationist, Land Conservation Department to act on behalf of Crawford County to:

Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;

Submit reimbursement claims along with necessary supporting documentation within 6 months of project complete date;

Submit signed documents; and

Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Crawford County will comply with state or federal rules for the programs and will obtain from the State of Wisconsin Department of Natural Resources approval in writing before any change is made in the use of the project site.

Respectfully submitted:
Crawford County Land Conservation Committee

Henry Esser David Olson
Harriet Behar Wade Dull
Don Dudenbostel

Motion by Olson, second by Kuhn to adopt the resolution. Motion carried unanimously.

Chairman Cornford stated we will now consider the Ordinance Repealing and Recreating Chapter 15 of the Crawford County Code of Ordinances.

Motion by Kuhn, second by Esser that the Clerk give the first reading by title only.

ORDINANCE NO. 2-2018

AN ORDINANCE REPEALING AND RECREATING CHAPTER 15 OF THE CRAWFORD COUNTY CODE OF ORDINANCES REGARDING PRIVATE ONSITE WASTEWATER SYSTEMS AND NON-PLUMBING SANITARY SYSTEMS

The Crawford County Board of Supervisors do ordain as follows:

Section I: That Chapter 15 of the Crawford County Code of Ordinances is hereby repealed in its entirety and recreated to read as follows:

“CHAPTER 15 - PRIVATE ONSITE WASTEWATER TREATMENT SYSTEMS (POWTS) ORDINANCE (Rep. & recr. #2-2018)

15.01- ADOPTION.

(1) Pursuant to §59.70(5), Wis. Stats., the County Board hereby adopts this private onsite wastewater treatment systems (POWTS) ordinance.

(2) This chapter shall be subject to the provisions of Ch. [145](#), Wis. Stats., and all subsequent rules and regulations promulgated thereunder regarding sanitary systems including, without limitation and incorporating by reference, the State Plumbing Code, Chs. [SPS 381-387](#) and [SPS 391](#), Wis. Admin. Code.

(3) This chapter shall not be more lenient nor stringent than the rules and regulations promulgated pursuant to Ch. 145, Wis. Stats.

15.02- DEFINITIONS.

COUNTY SANITARY PERMIT. A permit authorizing the installation or modification of a non-plumbing sanitary system or reconnection to an existing POWTS.

DEPARTMENT. The Wisconsin Department of Safety and Professional Services.

FAILING POWTS. As specified under [§145.245\(4\)](#), Wis. Stats., a POWTS which causes or results in any of the following conditions:

- (a) Discharge of sewage into surface water or groundwater.
- (b) Introduction of sewage into zones of saturation which adversely affects operation of a POWTS.
- (c) Discharge of sewage to a drain tile or into zones of bedrock.
- (d) Discharge of sewage to the ground surface.
- (e) Failure to accept sewage discharges and backup of sewage into the structure served by the POWTS.

ISSUING AGENT. The County office, department, committee, board, commission, position or employee assigned the duties of administering this POWTS ordinance by the County Board.

NON-PLUMBING SANITARY SYSTEM. Alternatives to water-carried waste plumbing fixtures and drain systems regulated by Ch. [SPS 391](#), Wis. Admin. Code, including composting or incinerating toilets and privies (pit or vault).

OWNER. The owner of the property served by a POWTS. In cases where a POWTS is located on a property with ownership different than the property which it serves, or in which multiple properties and/or structures are served by a single POWTS, the legal document which specifies the agreements of ownership and responsibility shall extend in application to this chapter.

PRIVATE ONSITE WASTEWATER TREATMENT SYSTEM (POWTS). A sewage treatment and disposal system serving a single structure with a septic tank and soil absorption field located on the same parcel as the structure; an alternative sewage system approved by the Department, including a substitute for the septic tank or soil absorption field, a holding tank, a system serving more than one structure or a system located on a different parcel than the structure. A POWTS may be owned by the property owner or by a special purpose district.

SERVICING. Removing the liquid, scum, sludge, or other wastes from a private sewage system such as septic or holding tanks, dosing chambers, grease interceptors, seepage beds, seepage pits, seepage trenches, privies, or portable restrooms and properly disposing or recycling of the contents as provided per [§NR 113.03\(57\)](#), Wis. Admin. Code.

STATE SANITARY PERMIT. A permit authorizing installation or modification of a POWTS that is issued by the Department or the issuing agent.

15.03- ISSUING AGENT.

The County Land Conservation, Planning, & Zoning Committee or its administrator shall act as the issuing agent and is hereby assigned the duties of administering this POWTS ordinance.

The issuing agent shall perform other duties regarding POWTS as considered appropriate by the County or as required by the rules of the Department.

15.04- SANITARY PERMIT.

(1) PERMIT REQUIRED.

- (a) No individual may install a new POWTS, modify an existing POWTS, or modify the volume or contaminant load of the wastewater for which a POWTS was designed (i.e. increase bedrooms, occupancy, etc.), unless the owner of the property served by the POWTS holds a valid State or County sanitary permit for the activity.
- (b) No individual may install new or modify an existing non-plumbing sanitary system or reconnect to an existing POWTS unless the owner of the property served by the system holds a valid County sanitary permit for the activity.
- (c) No individual may sell at retail a septic tank for installation, unless the purchaser holds a valid sanitary permit.

(2) APPLICATION. All applications for State sanitary permits shall be on forms provided by the Department and include all of the documentation specified in §SPS 383.21(2)(c), Wis. Admin. Code. All applications for County sanitary permits shall be on forms provided by the County.

(3) APPLICATION PROCESS.

- (a) The issuing agent may assist applicants in preparing an approvable sanitary permit application.
- (b) The applicant shall submit a complete application and all required fees to the issuing agent.
- (c) Applications requiring plan review by the Department under §SPS 383.22 (1), Wis. Admin. Code, shall include the set of plans and the approval letter bearing the Department's original conditional approval.
- (c) The issuing agent shall review the Soil Evaluation Report and verify the report on-site, if necessary.
- (d) The issuing agent shall review and make a determination on an application for a sanitary permit within 30 days after receiving all the required documentation and fees
- (e) The issuing agent shall issue written notice to each applicant whose sanitary permit application is denied. Each notice shall:
 - 1. State the reasons for denial and changes to the application, if any, which would render the application approvable.
 - 2. Inform the applicant of the right to appeal and the procedures for conducting an appeal according to Ch. 68, Wis. Stats.

(4) VALIDITY.

- (a) A sanitary permit is valid for 2 years from issue and renewable for similar periods thereafter. Renewals are subject to regulations in force at time of renewal.
- (b) A sanitary permit may be transferred; the subsequent owner shall obtain an updated sanitary permit.

15.05- FEES.

The schedule of fees for all types of sanitary permits and related services shall be set by a motion of the Land Conservation, Planning & Zoning Committee & adjusted from time to time in the same manner. The schedule of fees shall be kept in the office of the issuing agent and provided upon request.

- (1) FEES MULTIPLIED. Fees shall be multiplied according to the schedule of fees for work commenced prior to permit issuance.
- (2) STATE SHARE. The issuing agent shall forward the State share of State sanitary permit fees to the Department within ninety days of permit issuance.

15.06- CONSTRUCTION INSPECTION.

- (1) The issuing agent shall inspect or cause the inspection of all POWTS after construction, but before backfilling, no later than the end of the next workday, excluding Saturdays, Sundays and holidays, after receiving notice from the plumber in charge.
- (2) The issuing agent shall file reports and conduct surveys and inspections as required by the County or the Department.

15.07- MAINTENANCE PROGRAM.

The owner of any property served by a POWTS or non-plumbing sanitary system shall comply with all requirements of this section and shall be ultimately and solely responsible for doing so.

(1) MAINTENANCE. Each POWTS shall be maintained at least once every 3 years to determine if it is properly operating, serving the use for which it was designed, and if it exhibits any characteristics of a failing POWTS.

(2) SERVICING.

- (a) Servicing shall only be performed by a WI DNR certified septage servicing operator (septic pumper).
- (b) Servicing of a septic tank shall occur at least when the combined sludge and scum occupies 1/3 of the effective tank volume.
- (c) Servicing of a holding tank shall occur at least when the wastewater reaches one foot below the inlet.
- (d) Servicing of a vault privy shall occur at least when the wastewater reaches one foot below the top of the liquid-tight container, or every year, whichever occurs first.

(3) DOCUMENTATION.

- (a) The County shall provide a maintenance and servicing notice sixty days prior to its due date.
- (b) All maintenance and servicing events shall be reported to the County within thirty days in a format defined and provided by the County.
- (c) The maintenance and servicing report shall state whether the system is in compliance with both the maintenance requirements of §15.07(1) and the servicing requirements of §15.07(2).
- (d) Past due reports shall be subject to a late fee established per §15.05.

(e) Maintenance events and forms shall only be completed by the following State licensed individuals:

1. A licensed master plumber.
2. A licensed master plumber-restricted service.
3. A licensed journeyman plumber.
4. A licensed journeyman plumber-restricted service.
5. A certified POWTS inspector.
6. A certified septage servicing operator (septic pumper).
7. A registered POWTS maintainer.

(4) SPECIAL ASSESSMENT

(a) The owner of a POWTS shall annually be charged a fee per POWTS to offset the management costs of the required maintenance and servicing documentation, pursuant to §66.0628, Wis. Stats. The fee shall be set in accordance with §15.05 and shall be recovered in the same manner as municipalities may make property assessments pursuant to §§66.0703 and 145.20(4), Wis. Stats. The annual fee will be included on the property tax bill beginning with the 2018 tax year.

15.08- FAILED POWTS.

(1) DETERMINATION OF FAILURE. Determination of failure means any of the following:

- (a) A determination that a private sewage system is failing, according to the criteria under §145.245(4), Wis. Stats., based on an inspection of the private sewage system by an employee of the state or a governmental unit who is certified to inspect private sewage systems by the department.
- (b) A written enforcement order issued under §§145.02(3)(f), 145.20(2)(f) or 281.19(2), Wis. Stats.
- (c) A written enforcement order issued under §254.59(1), Wis. Stats., by a governmental unit.

(2) CORRECTIVE ACTION. The owner of any property served by a POWTS which is issued a determination of failure shall be found in violation of this ordinance and shall abate the violation in accordance with §15.09.

15.09- VIOLATIONS.

The issuing agent shall investigate violations of this chapter and Ch. 145 and §254.59, Wis. Stats., issue orders to abate violations, and submit orders to the Corporation Counsel, District Attorney, or Attorney General for enforcement.

15.10- CITATIONS.

Violation of this chapter is subject to the provisions of §66.0119, Wis. Stats.

15.11- PENALTY.

Except as otherwise provided herein, any individual found in violation of any provision of this chapter or any order, rule or regulation made hereunder shall be subject to a penalty as provided in §25.04 of this Code of Ordinances.”

Section II: This Ordinance shall become effective in upon its passage and publication as required by law.

Dated this 10th day of April, 2018.

Henry Esser, Chairman
Wade Dull
David Olson

Harriet Behar
Don Dudenbostel

Passed and approved this 10th day of April, 2018.

Tom Cornford
County Board Chairman

ATTEST:
Janet L. Geisler
County Clerk

Published this day of April 2018
Effective this day of April 2018

Dave Troester, County Conservationist, addressed the Board and stated that this ordinance is an overall change to the former Sanitary Ordinance and is now called the Private Onsite Wastewater Treatment Systems (POWTS) ordinance.

The biggest change will be the Septic System Maintenance Program which is required by the State. This program insures that the systems are being maintained and inspected on a regular basis and also being pumped when needed. This program will affect a lot of land owners. A fee schedule will now be in the ordinance which will be a lot more detailed and in line with what other counties are charging. The cost for maintaining the program will be a special assessment on the tax roll. Anyone who has or may have one of these septic systems will be charged a fee.

Jake Shedivy, Zoning Technician, stated that the last time that the code was updated was in 1998. Crawford County is one of the last counties to come into compliance with the program requirements. Permits exist in the system back to 1972. There will be a lot of systems that there is no information on. The requirements of the State are that once every three years a septic drain field is to be inspected. This is only a visual inspection which can be done by the pumper.

Motion by Krachey, second by Dull to give the second reading by title only. The motion carried and the Clerk gave the second reading by title only.

There being no further questions there was a motion by Steiner, second by Kelley, that the ordinance be ordered engrossed and give the third reading by title only. The motion carried and the Clerk gave the third reading by title only.

Chairman Cornford stated the ordinance having been read three several times the question is, "Shall the ordinance pass"?

Motion by Dull, second by Steiner to adopt the ordinance. Motion carried unanimously upon call of the roll.

Chairman Cornford stated will now consider the Ordinance Amending, Repealing and Recreating Sections 1.20, 1.21, 1.22, 1.23 and 2.02 of the Crawford County Code of Ordinances Relating to County Departments, Boards and Commissions and Standing Committees.

Motion by Krachey, second by Kuhn that the Clerk give the first reading by title only. Motion carried unanimously.

ORDINANCE NO. 3-2018

AN ORDINANCE AMENDING, REPEALING AND RECREATING SECTIONS 1.20, 1.21, 1.22, 1.23 AND 2.02 OF THE CRAWFORD COUNTY ORDINANCES RELATING TO COUNTY DEPARTMENTS, BOARDS AND COMMISSIONS AND STANDING COMMITTEES

**Published this day of April 2018.
Effective this day of April 2018.**

Corporation Counsel, Mark Peterson, advised that the main purpose of the ordinance was due to the merging of the Health and Human Services department and to make the entire code consistent with that merger. The entire code was redone. Several supervisors noted that there were other portions of the ordinance that need to be revised. Corporation Counsel advised the Board that they should pass the ordinance as is for now and corrections will be made at a future County Board meeting.

Motion by Kuhn, second by Olson to give the second reading by title only. The motion carried and the Clerk gave the second reading by title only.

There being no further questions there was a motion by Esser, second by Flansburgh that the ordinance be ordered engrossed and given the third reading by title only. The motion carried and the Clerk gave the third reading by title only.

Chairman Cornford stated the ordinance having been read three several times the question is, "Shall the ordinance pass"?

Motion by Steiner, second by Kelley to adopt the ordinance. Motion carried unanimously upon call of the roll.

**County Veterans Service Commission
Crawford County, Wisconsin**

Chairman: Eugene LaPointe
Member: Charlie Coleman
Member: Gary Gundlach

Report of the Crawford County Veterans Service Commission for the calendar year 2017.

To: The Honorable Board of Supervisors
Crawford County, Wisconsin

Pursuant to the requirements of the Wisconsin statutes, Chapter 45.14, we submit herewith the annual report of amounts expended on behalf of needy veterans and the Veterans Services Commission for the calendar year 2017.

Respectfully Submitted,

Eugene LaPointe, Chairman
Charlie Coleman, Member
Gary Gundlach, Member

Dated: January 23, 2018

Motion by Esser, second by Kelley to approve the Veterans Service Commission report. Motion carried unanimously.

The annual report from the Crawford County Area Shelter for Animals had been distributed.

Motion by Olson, second by Orr to approve the annual CASA report. Motion carried unanimously.

The 2017 annual department reports are available and supervisors were encouraged to check them out from the County Clerk. The 2017 Highway annual report had also been distributed to supervisors.

There being no further business to come before the Board there was a motion by Flansburgh, second by Orr to adjourn. Motion carried unanimously and the meeting adjourned.

STATE OF WISCONSIN
(ss)
COUNTY OF CRAWFORD

I, Janet L. Geisler, Clerk of County of Crawford, State of Wisconsin, do hereby certify that the foregoing is a true and correct copy of the Journal of Proceedings of the Crawford County Board of Supervisors at the Regular Session on April 17, 2018

Janet L. Geisler, Crawford County Clerk