

Planning Committee Meeting January 9, 2023

Meeting called to order at 9:06 by Chairperson Chuck Rasmussen: Present: Chuck Rasmussen, Kevin Rasmussen, Deb Seeger, Ida Nemec Absent: Sheehan Donoghue, Shane Zaruba Guests: Barb Maines. Will Maines, Laurie Zaruba, Heather Passow, Jona Eliason, Doug Scott, Libby Scott, Don Novak, Helen Bryner

Meeting was duly posted

Citizen Comments: Don Novak questioned whether there was any activity on the 40-acre Alexander property. Chuck explained that it will be addressed in the long range comprehensive plan for the town that will be developed with the help of the NCWRPC (North Central Wisconsin Regional Planning Commission). The committee will begin the process with NCWRPC on January 23rd at 10 AM.

Minutes were reviewed. Chuck noted that the Star Lake Lions in the 4th paragraph should be listed as Sayner Star Lake Lions. Kevin made a motion to approve the minutes with changes. 2nd by Deb.

Town Comprehensive Plan: NCWRPC is preparing for the January 23rd meeting starting with updating the 1997 plan. They will be sending an agenda along with a PPP, public participation plan. In answer to a question from Don Novak, Chuck noted that all meetings will be posted and open to the public. Meeting one will be an overview of each step of the plan process. Chuck suggested interested parties check the Town of St. Germain's long-range plan available on their website. Our plan will be similar.

DNR land Use: In regards to the 2023 Town Recreational Plan, Chuck gave a handout listing land use agreements between the town and the DNR that need to be renewed. The DNR will appoint a replacement for Craig Dalton in January of 2023, and the current agreements will be addressed at that time. As the new trails listed in the recreation plan are developed, each will need to have land use agreements.

Chuck questioned whether the town has a formal agreement with the DNR or with sponsors such as the Star Lakers Club or the Sayner Star Lake Lions that are willing to maintain trails or sites. Kevin recommended that the committee develop an agreement for sponsors and bring it to the town board for approval.

Will Maines noted that the Sayner Star Lake Lions have a land use agreement with the DNR for Razorback Ridges. Lions International provides the insurance therefore the town does not have that expense. The Plum Ski-ers State House Point Site also has an agreement between the club and the DNR.

Chuck mentioned that a prison crew from McNaughton that can be hired for \$4.00 an hour. They are booked up for at least a year ahead of time, but we have included \$4000 in the 2023 budget in case we need their help. He has also reached out to LAMBO (Lakeland Area Mountain Bike Organization) about working together to connect the Musky Mountain Trail with Razorback Ridges and The Headwaters Bike Trail group from Eagle River may also consider connecting trails.

TAP (Transportation Alternatives Program) Application: Chuck provided copies of the TAP instruction sheet. One element of the application is for planning. He recommends applying for a planning grant for the Sayner Star Lake Bike trail process. The deadline for the grant is March 23rd, but the idea has to be

presented to the town board for support. He included a copy of past programs that have been funded by TAP grants.

Don Novak referred again to the town's long range comprehensive plan and asked if zoning would be part of the plan. The town and county work together on zoning. It usually originates at the county and the county brings the issue to the town for clarification then it goes back to the county for final approval. Don noted that Camp Highlands Road is zoned forestry and he would like to see it zoned residential. Razorback Road is zoned recreational.

Libby Scott referred to the TAP grant. She noted that a bike trail could run parallel to Razorback Road between Sayner and Star Lake. Chuck said there were various options to be considered and discussed. If approved, TAP would formulate a plan, but if the grant is not funded, we would review the many possibilities and go with the least impactful option.

Meeting was adjourned at 9:40 AM.

Public Comment: Town of Plum Lake 5 Year Recreation Plan

Planning Committee January 9th

Meeting called to order at 10:10 AM.

Present: Sheehan Donoghue, Ida Nemec, Chuck Rasmussen, Kevin Rasmussen, Debbie Seegers
Citizens: Heather Passow, Jona Eliason, Will Maines, Barb Maines, Laurie Zaruba, Don Novak, Doug Scott, Libby Scott, Helen Bryner, Joyce Helz, Judy Wagner, Lauri Gerlach, Julie Townsend Smart, John Richter, Ton Popalinsky, Susie Popalinsky, Dan Zellner

No email communication has been received.

Introduction: Chuck opened the public comment session with an introduction to the Town of Plum Lake Five Year Outdoor Recreation Plan for 2023-noting that the committee has been working to update the town's 1990 recreation plan. A current recreation plan is vital when applying for grants or any type of funding.

Don Novak: In regards to Alva Lake, Don asked what improvements are you looking at? Chuck said it would be similar to the Trampers Trail possible signage improvement.

Chuck pointed out the four natural area in the Town of Plum Lake that include the area between Frank Lake and Aurora Lake, Ballard Lake and Irving Lake. Salsich to Lake Laura and between Plum Lake and Star Lake. These areas are protected from logging.

Don Novak supports a Trampers Trail like trail with natural paths and not promoted as ATV trails.

Heather Passow, noted that the Trampers Trail is difficult for people with disabilities and requested that the town considers one or two trails that would be accessible for persons with disabilities. Chuck thought the trails could be graded so that individuals would know which trails supported accessible equipment.

Don Novak questioned whether Salsich would be extended to G and Lake Laura?

Chuck again mentioned the idea of finding a sponsoring group to come forward and maintain and do routine development of the trails. At this time we do not know who has any interest.

Libby Scott: Approves Trampers Trail format. Loggers have come in Ballard and Partridge area and have devastated the land. She questioned who is responsible for cleanup. Chuck said this is an issue between DNR and logger. He said that the money in the budget for sponsorship could help defer the cost of clean-up and maintenance expense in a case like this.

Laurie Gerlach: Regarding the bike trail how much approval is needed from the DNR and what can we or cannot do? Chuck responded that we would have to negotiate because there are non-motorized guidelines to follow.

Will Maines offered information on what loggers are required to do or not required for logging tops recreation plans, At the brush dump on Old N, loggers graded, planted grass and built berms so trails would not be washed out with rains.

Chuck again pointed out that if area had sponsors, they would help to point out issues that need to be addressed.

Will Maines: Getting trails ready to be built is one issue and maintaining them is another issue. It takes a lot of work to maintain a trail. Getting help is a challenge and we need to consider that the Plum Lake population is an elderly population.

Dan Zellner thanked the committee for the work they have done. He pointed out the community park on pages 6-7 of the document. He is working on improving access to the park. He would like to see more in the plan about getting ADA access and safety to the park area. Is there an intention to include a time line addressing things to do now and things to do a year from now or in the future.

Chuck responded that this is a five-year plan. Time lines are beyond our control but we do have a responsibility to get this done. An example would be the STARS grant being part one on the bike trail project and the second part would be connectivity. Accessibility should be addressed as a component of this grant. Priorities are 1)a bike trail from Sayner to Star Lake 2)Sayner proper paths and 3)the playground.

Don Novak: Asked if there are plans on putting dates on projects or prioritizing projects. Chuck said we will take all these thoughts back to the committee and review them. Contacts is a problem in not knowing who the contacts are for organizations in the community so that we can get their involvement.

Sheehan: Committee has been focused on restroom project and access to the park area.

Suzie Popalinsky: LAMBO has maps and plans proposed to connect Musky Mountain to Razorback work on making more formal trail. Three miles are to be done in 2022 with a goal of 100 miles.

Will Maines: LAMBO : Arbor Vitae and Boulder Junction are working strictly with the DNR

Don Novak: Regarding Musky Mountain has the possibility of sledding or tobogganing been considered? Kevin said that guide wires would make it difficult. Chuck mentioned the Hollow near the town hall that in past years was a favorite sledding hill for town children but would be a liability issue.

Laurie Gerlach: Boulder Junction and Conover have sledding hills, skating rinks and ADA approved rest rooms and safe drinking water. Consider applying for federal grants and if ADA is mentioned they will put you at the top of the list. She is willing to help with grants.

Chuck: In the mean-time the town is looking at interim toilet facilities using the restrooms in the community building by gating off the restroom area until a permanent facility is built.

Sheehan notes that we also need a surveillance system The pit toilets at State House Point (Plum Skiters site) were damaged beyond repair. Minocqua spent \$100, 000 –\$150,000 for an indoor facility. We are in desperate need of toilet facilities.

Kevin said that plans for a new community building included indoor/outdoor restroom facilities but when bids came in, one building cost as much as three. The plans are on hold for now. Plum Lake needs to pay down debt.

Chuck said that we are competing against bike trails, community building and public restrooms.

Sheehan pointed out that many permits would be needed to get to the park from the bike path

Libby: As a member of Save our Rustic Road committee. Bike trails along highway K are not safe and should not be parallel to it. It is against Rustic Road plan. We get connection to Boulder Junction along railroad grade. Chuck said we are working on getting the Sayner to Star Lake trail open. Possibly create a bike trail committee open to all input. Railroad grades and the idea of a limestone path rather than a paved path are good possibilities. Libby also questioned using snowmobile trails for bike paths. The problem with that is snowmobile trails cross personal property which is an issue.

Doug Scott : What happened to the idea of a potential dog park? . Chuck explained that the site considered was on Highway 155 by the ambulance barn but it was not a priority on the survey.

Helen Bryner: We are missing out not having available restrooms. Consider looking into grants for rest rooms that our elderly community can use and are ADA compliant. Concentrate on a grant that could include a trail to connect the playground with the bike path as well as ADA compliant rest rooms. Concentrate on grants to update facilities and ADA accessible paths. Outdoor toilets are a Very important. We need someone to coordinate with other community groups to get grants and donations from foundations and community organizations. Look up grants for small communities. Someone needs to take the lead on this.

Chuck responded that we can recommend clearly defined agreements for expectations on maintaining the trails from the DNR. Because of staffing at the DNR it could be 3 or 4 years before land use agreements are approved. Trails need to be mowed 2 or 3 times a summer with 6-8 volunteers needed. It's a lot of work to maintain trails. Winter grooming is required and there are expenses.

Meeting closed at 11:20. Deb made a motion to adjourn 2nd by Sheehan

Planning Committee Meeting : January 23rd, 2023

Meeting called to order at 10:04 AM by chair , Chuck Rasmussen.

Present: Sheehan Donoghue, Ida Nemec, Deb Seeger, Shane Zaruba: Guest , Laurie Zaruba nad Sam Wessel from North Central Wisconsin Regional Planning Commission (NCWRCP)

Meeting was duly posted:

Deb made a motion to discuss agenda items in any order. 2nd Sheehan

Chuck noted that the Town has contracted with North Central Wisconsin Regional Planning Commission (NCWRPC) of Wausau to create the Town's Long Range Comprehensive Plan. He introduced Sam Wessel, land use planner (NCWRPC) who has been assigned to work with us.

Sam went over the process. It will be interactive as we review the plan and make recommendations to the board when done. There are nine chapters plus the Alexander property. The first meeting will begin with 1st set of chapters 1-5, the next meeting will review chapters 6-9 and the third meeting for the Alexander property. There will be two informational meetings for the land use section.

State statute require that the town adopt a Public Participation Plan (PPP). The committee reviewed the resolution. Deb made a motion to accept the PPP (Public Participation Plan) to forward to Town Board for action. 2nd by Ida. Passed

Time line: Hope to have the plan summarized by June with a public hearing for Alexander property as early as April and another in mid-summer for summer residents to provide an opportunity to provide input.

Money has been budgeted for two informational meetings for the comp plan and for two informational meetings for the Alexander property.

Sam questioned why the Alexander property gets its own chapter. State statutes requires comp plans to be 9 chapters. The Alexander property is set as an attachment to comp plan. Deb felt should be listed as separate chapter and stay as part of comp plan. Sam suggested that it be adopted as an addendum to comprehensive plan.

Shane questioned whether other town property such as the State Forest 40 acres should be included. Chuck suggested that once we have a plan for the Alexander property. we can look at all properties that are not part of the plan and get a general idea of how they may be used.

Sam said that the former comp plan addressed "supporting businesses, homes and keeping rural feel" The business district was one concern. It was decided that the rectangle from Plum Lake Drive from Smith Street to Kurtzweil Road by the Ambulance Barn and down Froelich Drive which includes Highway 155 defines the current business district. Discussed need to expand commercial area and commercial vs. general business.

Chapter 1: Demographics. On page 1 under background, Deb notes that it should read "Plum Lake has a year-round population of 553 and a seasonal population of 4954.

Statistical information and charts on pages 2-8 are based on the American Community Survey 2021 rather than the American Census Population. Statistical and grammatical corrections were made and will be updated.

Page 9: Under demographic snapshot, bullet number 2 “the Town of Plum Lake is expected to see a slight decline in population through 2040”. This is based on corrected statistical information from the American Community Survey 2021. Shane noted that bullet number 6 is an extremely important socio-economic point. As an explanation for the lower average household income in number 2, Shane noted that the cost of living is lower here.

Page 10: Goals, Objectives and Policies. Chuck noted that these sections would be most important during the public hearings. Shane highlighted the Protect and Preserve concept. He cited results of the survey that showed bike paths as a high priority. He is not in favor of an aggressive approach. All agreed.

Chapter 2: Natural, Agricultural, and Cultural Resources: Questions about including ATV, UTV in the third paragraph, page 11. After discussion it was determined that it states proposed trails and should be left in as it is an ongoing issue awaiting DNR approval.

Page 13: Deb questioned the Rubicon Sayner-Karlin term. Sam explained that it is a term from a zoning map for soils that determines the type of soils in an area. Shane suggested an annotation be added to explain the zoning terms. 6th paragraph. Chuck questioned the statement that “most forest land in the Town of Plum Lake is privately owned” as 64% of the forest land in Plum Lake is public.

Page 14: Shane asked where the quarry is located. Chuck explained that they used to be called gravel pits and it is located near Highway K at the eastern edge of town. Paragraph 4 : Environmentally remediated areas on sites near Sayner.

Page 16: Suggested that Town Lakes Management Committee be included in this section: Impaired waters suggests the presence of mercury in Ballard and Irving Lakes. Committee questioned whether the town was liable and had an obligation to let people know of this issue or are DNR postings enough? Deb wondered about PFAS issues and if we need to address that. Sam said PFAS is mainly a result of industrial run off or foam fire retardants which are not used by the Plum Lake Fire Department. The Fire Department and the Aquatic Invasive Species Committee should be made aware of this.

Page 17-18: Groundwater is a limited resource and should be protected. Is there a way the town can educate all residents who live on the lake about the harm that fertilizers and pesticides can do to our water source? This issue is addressed again in the 3rd paragraph on page 18 and should be included in goals.

Page 23: Shane commented that Number 2 under objectives is very important. “Prevent new development in the Town from negatively impacting natural resources.”

Chapter 3: Housing: From page 25: Sam explained ALICE, (Asset Limited, Income Constrained, Employed) the study of financial hardship in Wisconsin shows 37 percent of Plum Lake households are either below the federal poverty level are considered ALICE households. Committee reviewed and discussed tables showing housing units in Town. Discussion on the need for senior housing.

Page 26: Shane respectfully disagrees with statement in paragraph one “There is a distinct need for a variety of styles within the town”. After lengthy discussion it was agreed to replace that statement with

" there is a need for additional diversity housing styles within the town and county to better accommodate those of various income levels from different economic background" Chuck noted that call to action takes place in goals and objectives and we should concentrate on goals and objectives.

Page 28 : Housing affordability varies with off water and on water

Page 29 Sheehan questioned medium gross rent chart. She feels it should be higher as more residents work outside the town rather than within the town

Page 30 : Need to support additional housing and types. Need of health services to and transportation in area. This needs further discussion

Page 32: Goals: 1: Enable development..... rather than promote development..... Deb has issues with number 2: Maintain housing properties may read" Encourage people to maintain properties" . Shane suggests that we brainstorm on cooperative housing

Chapter 4: Utilities and Community Facilities: Wastewater: "There is growing concern about water quality" remove this sentence as it is not specific to town

Page 35: Note that there is a broadband committee established to work on highspeed internet service to town.

Pg 36: Shane suggested considered using the Alexander property and offer incentives to have small medical center or outpatient clinic on that site. Reach out to one or two providers in area to consider day clinic in area. Sheehan noted that Medical Services listed does not include Howard Young Aspirus in Woodruff

Town Hall, change clerk/treasurer to clerk and treasurer. Library: add assistant director. Under Law enforcement take out police protection change to law enforcement protection

Page 37: Cemeteries: There are two cemeteries in Plum Lake one in Sayner and one in Star Lake. Deb has question about school listings. Will get back to Sam with correct listing.

Recreation: Town does not operate Razorback Ridges it is operated by Sayner Star Lake Lions

In Sayner , Community Center Park on Lake Street includes tennis courts, pickleball courts, a playground, ball park , pavilion and community center at 3019 Lake Street and public piers at Plum Lake Drive and Warner's Pier on Highway N West . In Star Lake, there is a public pier and pavilion at the Old Mill Site at 7877 Statehouse Rd in Star Lake.

Goals and Objectives: In goals and objectives include accessible restrooms and support implementation of the Town of Plum Lake Five Year Recreation Plan

Chapter 5: Transportation: Regional Bicycle and Pedestrian Plan: reference town's Recreation Plan

Page 45-47: Discussed town roads, effects of snowmobile traffic on town roads and note that the Town does not allow the use of ATV/ UTV

Chuck noted that we were originally a seven member board but Michael Brooks resigned and Todd Weberg has not shown up after the first meeting. Should we suggest that the town appoint two more members and should there be some kind of succession planning ; 2 year tenure 3 year tenure. Check state statutes for planning committee

Agreed to meet first Monday of the month. Next meeting February 6th

Deb made a motion to adjourn at 1:04 2nd by Shane

Planning Committee February 6

Meeting called to order at 9:00 by Chairperson Chuck Rasmussen

Meeting was duly posted.

Present : Sheehan Donoghue, Ida Nemec, Chuck Rasmussen ,Kevin Rasmussen, Debbie Seeger, Shane Zaruba, Guests: Don Novak, Joyce Helz

Citizens comments: Don Novak questioned whether plans to expand the bike trail would include linking to already existing trails. Chuck responded that it is addressed in the TAP application. He will forward a copy to Don.

Joyce Helz recognizes a housing problem in Plum Lake and the Alexander property as a possible solution, but she wondered if that could be left natural and would the DNR consider a land swap.

Minutes for January 9th were reviewed. Deb made a motion to accept the minutes. 2nd by Sheehan. Approved

Minutes for January 23rd were reviewed. Sheehan made a note to clarify that Page 29 should read "more summer residents work remotely from home". Deb made a motion to approve as corrected, 2nd by Sheehan

NCWRCP has submitted a bill for \$2500 for the first installment. Deb made a motion to approve the 1st instalment of \$2500 2nd by Sheehan. It will be presented to the town.

TAP grant. Copies of the TAP grant application were sent to committee by email for review. After discussion , it was agreed that it was ready to be sent to the Town Board for approval so that it can be submitted in a timely manner.

Chuck questioned whether we would want to apply for a Stewardship grant that are available to small rural communities for bike trails. Town approval is needed for this grant because the town has to pay 100% up front and will be reimbursed 50 % when project is complete within 2 years.

Sheehan stated that we need to address rest rooms before we expand the bike trail.

Deb said that upgrading the accessible restrooms and installing security cameras should be the second item to present to the board.

Kevin noted that the Town Board might be in a better position to release funds for restrooms because Broadband requests have been reduced significantly.

After lengthy discussion , it was determined that the committee should send to the board the following statement for discussion and action on the February 12th town board agenda. " The planning committee recommends immediate consideration be given to controlled year round access to the community building restroom for use by the general public. Steps to be taken would be a secure door, a barrier to keep people out of the community building and security cameras. This would be an interim solution with a long term solution identified by year three and a permanent solution in place by year five.

Housing Chapter: Copies of Presque Isle and St. Germain long range plan Housing goals and objectives were provided. After comparing goals and objectives from their plans and our plan, Shane

recommended that we follow St. Germain's first goal "Explore housing development that provides a variety of housing choices for residents of all income levels, age groups and people with special needs" Our second goal is based on St. Germain's second goal. "Explore the availability of land for the development or redevelopment of low and moderate income housing.:

It was suggested that as a policy we take the following from Presque Isle. "Monitor the status of existing properties in the Town and develop strategies for managing township properties that falls into disrepair, decay or excessive chattal.

These would be listed as a Summary of goals and objectives. It was agreed that goals should be reviewed periodically and adjusted to meet town needs.

Recreational Plan: To be in compliance a Public Participation Plan (PPP) needs to be approved by the Town Board.

Public Participation Plan (PPP) for Town of Plum Lake Comprehensive Plan needs to be approved by the Town Board.

Updating land use agreements: The DNR has a new forest manager who is available to discuss renewing land use agreements with the town that have been extended. Town board approval is needed to begin the process of renewing these agreements. The Sayner Star Lake Lions have a land use agreement with the DNR for Razorback Ridges and the Plum Ski-ers have an agreement for Statehouse Point. Kevin suggested that we meet with these groups to find out their needs.

Approval is needed from the Town Board to have a fact-finding meeting with McNaughton to find out what steps are needed to work with McNaughton crew.

SOP (Standard Operating Procedure) Seek guidance from the Town Board as to what rules should the planning committee follow? Should we be setting term limits? Originally seven members were appointed. One resigned and one has only attended one meeting.

Shane made a motion to adjourn. 2nd by Deb.

Tentative meeting date February 20 based on results of Town Board meeting February 14th.

Next regular meeting date March 6th

Addendum: Issues for Town Board approval

February 14, 2023

1. Public access to rest rooms

- request for completion 2023 of door, fencing, security in current rec center as a short term fix
- followed by research of other permanent options in 2024, with completion in three to five years

**Resolution for the Adoption of a
PUBLIC PARTICIPATION PLAN (PPP)**

THE TOWN OF PLUM LAKE DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the Town is updating its Comprehensive Plan as outlined in Wisconsin Statutes; and

WHEREAS, public participation is critical for the development of a plan; and

WHEREAS, it is necessary for the Town Board to approve a process to involve the public in the planning effort; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does approve and authorize the Public Participation Plan as attached to this resolution.

I, NAME, Clerk, do hereby certify that the foregoing resolution was duly adopted at a Town Board meeting, held at the Town Hall on the Xth day of MONTH, YEAR, at TIME p.m.

Clerk

Town of Plum Lake Public Participation Plan (PPP)

The Town of Plum Lake recognizes the importance of public participation in the planning process. As such, a goal during the comprehensive planning process will be to inform and involve the public in the planning process.

I. Plan Development:

Throughout the plan process, the Planning Committee will provide oversight for the update of the Comprehensive Plan. The Planning Committee will also recommend adoption of the Public Participation Plan to the Town Board.

The public participation plan will incorporate the following:

1. All meetings for the planning process will be posted and open to the public.
2. Plan related materials will be available at the Town Hall for review by the public.
3. The draft plan and maps will be available on a website for review by the public.
4. A public hearing will be held to solicit comment from the public.
5. The Comprehensive Plan will be distributed as outlined in state statute.

The Planning Committee will review and recommend adoption of the Comprehensive Plan to the Town Board.

II. Implementation, Evaluation & Update:

The Comprehensive Plan will be used as a general guideline for development in the Town. The plan will support the existing zoning and other regulations that the Town has in place.

As with all plans, it is critical for the Comprehensive Plan to be maintained and updated on a regular basis to keep it current as things change.

Any planning process is subject to change, and this public participation plan is no different. Over the planning period the process may vary from that presented.

2. Current Land Use Agreements with the DNR updated (all are expired)
 - meet with DNR and respective owners to start update process
3. Define expectations and structure, creating SOP of current Planning Committee
4. Public participation in for Rec Plan
5. Public participation for Comprehensive Plan
6. Discussion with McNaughton Prison on utilizing work crews
7. TAP need agreement for support to proceed with application which is time sensitive

Planning Committee February 20, 2023

Called to order at 9:07 by chairperson Chuck Rasmussen.

Meeting was duly posted.

Present: Shane Zaruba, Debbie Seeger, Sheehan Donoghue, Kevin Rasmussen, Ida Nemec. Guests: Barb Maines, Will Maines, Don Novak

Citizens comments: Will Maines reported that he has contacted the Towns Association regarding the make-up of a planning committee. There is no set number of members required. All that is required is that agendas are posted and minutes are taken. Will did explain that his absence from the planning committee meetings was to let the committee form their plan without him looking over their shoulders, and therefore he appointed Kevin as board liaison.

Results from Tuesday Town Board Meeting: Everyone expresses frustration following the meeting. Items sent to the board from the planning committee were not presented in proper discussion and action form and the board was unable to act on them.

Kevin recommended a template: Make motion, 2nd the motion, vote on motion and followed by majority vote, bring it to the board for approval.

A lengthy discussion followed while working out a template to follow for further board agenda items.

Kevin suggested two formats with one being minutes supporting the motions made and second listing motions to present to the town board for discussion and action.

Sheehan When through with discussion and identification of issue, motion is made on issue, moved separate and distinct from discussion, moved and 2nd and goes to board with supplementary information to approve or disapprove. Use words as discussion and action rather than planning committee updates.

Shane suggested the possibility of exploring income possibilities to implement planning committee recommendations. He wondered if in past years there was any stipulations on selling lots on the School 40 lot off Highway N? How much land would be needed to be held back for future town facility use? Will Maines said 5 or 6 one and a half acre lots could be sold with plenty of room left for further town use. As another possibility Shane asked how room tax money was used. Kevin explained that 70% of room tax goes to chamber for promoting business and events and 30% goes to the town to use as needed. Year-round bathrooms are critical to community events. Can these funds be used for this need? Would the chamber consider contributing to this fund?

Deb made a motion to review the items to be put on the town board agenda. Seconded by Shane.

Kevin made a motion to use the format: motion, second and further discussion and vote on motion for items to be brought to the next town board meeting. Sheehan seconded. Passed

Using the approved template, the committee proceeded to review and redo the documents previously presented to the Town Board for their discussion and action.

Deb made a motion to put the public restroom on the next agenda. Seconded by Sheehan. Passed. The planning committee requests discussion and action be given to controlled year-round access to the

community building restroom for use by the general public. Steps to be taken would be to seek community funding, get a secure door, a barrier to keep people out of the community building and add security cameras. This would be an interim solution with a long-term solution identified by year three and a permanent solution in place by year five.

Sheehan made a motion that the town board to approve the planning committee begin the process of updating current land use agreements with the DNR and that the committee will present revised agreements to the Town Board for their approval. Seconded by Shane.

SOP (Standard Operating Procedure) for planning committee: Sheehan made a motion amended by Chuck that the planning committee have seven members, one who is a town board member with terms beginning on May 1, 2022. The initial committee members shall serve three-year staggered terms of one, two and three years. Subsequently all appointed members will serve three years. Seconded by Kevin. Passed Kevin made a motion to add to the bylaws that if you are inactive you are subject to removal and replacement by Town Chairman. Seconded by Sheehan. Chuck will notify Todd Weberg, who has been inactive for the last six months, that he will be replaced.

Kevin made a motion for discussion and action by the Town Board to review and approve the Public Participation Plan (PPP) for the Long- range Comp Plan. Digital and aper copies were sent to board members. Seconded by Deb. Passed

Kevin made a motion to bring to the town board for future discussion with entities such as the DNR, the planning committee is to reach out and organize and document information for the town bord to review with no commitment authority during discussions. Seconded by Sheehan. Passed

Sheehan made a motion for discussion and action by the Town Board to review and approve the Public Participation Plan for the Five-Year Recreation Plan. 2nd by Kevin

Kevin made amotion for discussion and action by the town board to allow the planning committee to reach out to McNaughton Correctional Facility on availability and costs of utilizing McNaughton crews for brushing on Trampers Trails. 2nd by Sheehan.

TAP: (Transportation Alternatives Program) Chuck explained there is a TAP budget in the amount of \$75,000 for the TAP application with 20% match with 50% work completed in 2023. The documents were previously sent to the committee which is 20 pages long including maps, a three-page narrative and a cost breakdown on \$80,000. Sheehan requested we ask the town board for an expenditure of \$80,000 in hopes we receive \$64,000 from the DNR. Town then owes \$16,000. Chuck noted that It's just the application to be submitted with less than a 50% chance of approval. There is no application fee. If approved by TAP, then the town board would need to sign off on agreement. The application is the first step for us to start the process, if we want to go ahead. The application does not require final resolution.

Shane made a motion we ask the town board for permission for planning committee to complete, review and submit the application with TAP. (Transportation Alternatives Program).

Comprehensive Plan: NCWRCP submitted to us a Comprehensive Plan Town Adoption Procedures (CPTAP). This was given to us with the last packet for section six to nine. It gives us a five-step plan for

the CPTAP. Question: Do we wait until summer for input from seasonal residents to have time to review. Committee initially agreed but then tabled further discussion until next meeting.

Proposed we meet March 6th and 20th and April 10th and 17th for review of new chapters 6 to 9 and review the first five chapters we received with corrections.

Motion to adjourn by Shane at 11:25, Seconded by Kevin. Meeting adjourned

Planning Committee Meeting March 6, 2023

Meeting called to order at 9:10 AM by chairperson Chuck Rasmussen. Present: Kevin Rasmussen, Deb Seeger, Ida Nemec, Sheehan Donoghue. Guests: Will Maines, Don Novak, Doug Scott

Meeting was duly posted at Town Hall in Sayner, The US Post Office-Sayner, US Post Office-Star Lake and notice given to the Vilas County News-Review, the Lakeland Times, WRJO, WERL, as well as posted in the Town website.

Citizens comments: Will Maines reported that the new DNR Property Manager said that the town may get another \$150,000 in highway money to repave Nixon Road to Camp 2 Road.

Don Novak questioned how citizen comments will be incorporated in the comp plan. Chuck responded that we are working on that.

Minutes: Print copies of the February 20th meeting were unavailable. Kevin made a motion to table approval of the February 20th minutes until March 20th.

Seconded by Deb. Approved

Outcomes of February 23rd Town Board meeting: The board gave the planning committee approval to approach the DNR about renewal of land use agreements. Chuck explained that we would contact the DNR to arrange a meeting for discussion of the land use issue and report to the town board for final approval. Kevin suggested we invite the DNR to one of our meetings to develop and renew land use agreements with the full committee in attendance. Once we understand their perspective we can meet with groups, Plum Ski-ers and Star Lakes Club, who have expired agreements. The Razorback Ridges land use agreement is between the Sayner Star Lake Lions and the DNR. Kevin will scan agreements in a PDF file so members can access their own copies.

The town also gave permission to the planning committee to approach McNaughton Correctional Facility and find out what the procedure is to schedule a crew and the cost. Chuck asked for volunteers. Sheehan volunteered and Debbie said she would be available if needed. Kevin made a motion that Chuck and Sheehan contact McNaughton and start the process to see if there is crew availability with Deb as a back-up. Second by Sheehan. Motion approved.

Town Adoption Procedures: The committee needs to work with the town to schedule hearings for the Comp Plan and the Recreation Plan. A 30-day notice is required for a hearing. This gives seasonal and primary residence enough notice to attend. Doug Scott questioned how the meetings would be posted. Chuck noted that agendas will be posted on the town's website, the post office, and town office. Sheehan suggested contacting local groups to post the meetings in their newsletters.

After discussion, it was agreed to run two separate hearings, one for the Recreation Plan and one for the Comp Plan.

Kevin made a motion for clarification that the hearing will be held before the planning committee with the town board in attendance. This allows all Plum Lake taxpayers and residents to submit comments in person or in written form to be read at the hearing. Second by Deb. Motion passed.

Deb made motion to print 15 copies of the Long-Range plan for the hearing; three for the town board, six for committee members, three to be left at the town hall for onsite viewing and three at the library, with two for check out and one for onsite use. Supporting documents will be available on the website. Second by Kevin Motion passed.

Quarterly Review of budget: The budget was drafted in September. It is recommended to review it quarterly. We have spent \$100 so far. Kevin requested a Profit and Loss (P&L) report in April for the board to review. Chuck noted that it is possible for money budgeted could be used for interim bathroom solution if it is not needed for committee projects.

TAP application: Fred Heider of NCWRPC (North Central Wisconsin Regional Planning Commission) reviewed the application. He noted that it would be good to define a logical location to study such as Highway K or the Starret Lake to Razorback Lake section. A resolution of support is needed by the town by September 2023. If the application is not accepted that would leave \$7500 from the planning budget to be used on other planning committee projects.

Kevin has done research on the bathroom costs that include a sliding door, lock for the outer door could cost around \$12,000. A wireless security camera is about \$800.

Sheehan reported that she sent a letter to Walt Koskinen of the Alexander Foundation asking for funding for the rest room project. She also contacted Jessica from the Chamber, but they do not meet until mid-March. Deb spoke to the Plum Lake Lions who suggested using room tax money or applying for DNR grants. They agreed to donate \$200 once if project is proceeding. Ida will contact the Plum Lake Woman's Club at their March meeting.

For upcoming hearing dates we need to work through the documents and include outside comments. Doug Scott noted that in the Recreation Plan, we need to be sensitive to people with disabilities. He said the Rustic Road should be included as an opportunity for people with disabilities to experience the Northwoods while driving down the road. Don Novak added that the Rustic Road should be included in goals and objectives in the Transportation chapter. Chuck said we would work to incorporate public comment from the January meeting.

Ida and Deb will work together to review Chapters 1-5 and create a possible template for goals and objectives and include handicap accessibility in goals and objectives where appropriate.

Chuck will set up a second meeting with Sam Wessel of NCWRPC (North Central Wisconsin Regional Planning Committee) for a second review of the draft plan.

Chuck suggested we create a calendar for possible meeting and hearing dates. After discussion Deb offered to create the calendar for all dates suggested.

Planning Committee S.O.P (Standard Operating Procedure) Chuck contacted Todd Weberg to let him know he is off the committee as he has been inactive for the past six months. Each member serves a three-year term beginning May 1, 2021 and can serve two consecutive terms. The first appointment would be staggered in one, two or three year terms.

A summary of what was accomplished in the past year with goals for the coming year will be prepared for the Annual Electors meeting in April.

Besides updating the town board in May or June, and getting a date for hearings, the committee may want to have an informational booth at the 4th of July festivities on Rec and Comp Plans.

Deb made a motion to adjourn. Second by Sheehan. Meeting adjourned at 11:20 AM.

Town of Plum Lake Planning Committee Meeting March 20, 2023

Meeting called to order at 9:03 AM by chair Chuck Rasmussen. Present: Shane Zaruba, Chuck Rasmussen, Kevin Rasmussen, Deb Seeger, Ida Nemec, Sheehan Donoghue. Guest- Don Novak

Meeting was duly posted at Town Hall in Sayner, The US Post Office-Sayner, US Post Office-Star Lake and notice given to the Vilas County News-Review, the Lakeland Times, WRJO, WERL, as well as posted in the Town website.

Citizens comments: Shane questioned whether street lighting was part of the TAP grant. Chuck responded that he did not include that. Kevin explained that lighting is under WPS. Shane also pointed out the need for snowmobile direction signs needed by the ballpark. That is an issue for the snowmobile club. Don Novak asked about the committee's approach used to incorporate public comments in the comp plan. All are working to include public comment where necessary.

Minutes from February 20th were reviewed. In third paragraph on page 2, a few copies should read paper copies. Motions in paragraph 5, 6 and 8 on page two should read "passed". Paragraph seven regarding the TAP application should read "there is a TAP proposal (not budget) in the amount of \$80,000(not \$75,000). In line 5 of paragraph seven should read " we received \$64,000 from the DOT (not DNR). In the last line of page two, section should be chapter. Deb made a motion to accept minutes as corrected. Seconded by Sheehan. Motion passed.

Minutes from March 6th meetings were reviewed. The last line of planning committee SOP should read Each member serves a three-year term beginning May 1, 2021 and can serve two consecutive terms. The first appointments will be staggered in one, two or three year terms. Deb made a motion to accept minutes as corrected. 2nd by Sheehan. Motion passed.

Outcomes from Town Board meeting. Restrooms were discussed but no action was taken. The Vilas County Forestry land purchase in the Town of Plum Lake was another topic of discussion with no action taken.

Review original Comp Plan Goals: Goals and objectives from the year 2000 plans were reviewed as a guideline for current comp plan. It was agreed that they were a general reference with nothing specific addressed. Deb and Ida were appointed to go over the current plan and propose a template to use in the current comp plan. Deb explained that the format recommended would be to use Goals and objectives, with goals being a broad statement and objectives having a more specific action.

Chapter 1: Demographics was reviewed. This is a general chapter and goals were set as a working template. Goals: Broad statements that express general public priorities about how the Town should approach development issues over the next 20 years. These goals are based on key issues, opportunities and problems that may affect the community. Objectives: Specific goals and that are attainable through planning and implementation activities, with courses of actions used to ensure plan implementation. This should include health, safety, welfare of residents to enhance the quality of life for the residents of Plum Lake.

Kevin made a motion to adopt Chapter I demographics as presented by Ida and Deb. 2nd by Sheehan Motion passed.

Chapter 2: Natural, Agricultural and Cultural Resources goals and objectives by Ida and Deb were reviewed. A question was brought up about agricultural resources in the town. Despite the fact that there are not obvious agricultural resources, it was agreed that state statutes require that agriculture should be included in the title for this chapter. After discussion changes suggested for objectives were: Preserve and protect land use to the development that minimizes groundwater impacts from on-site septic systems and other sources. Cooperate with the county to enforce existing regulations of septic systems and to cooperate with the DNR on protecting groundwater quality and other natural resources. Kevin made a motion to accept objectives in Chapter 2 as amended. 2nd by Sheehan. Motion passed.

Chapter 3: Housing was reviewed. Discussion included references to State Statutes Chapter 66-1001, St. Germain Housing Authority, Vilas County ordinances. Goals were amended to read; Enable development of housing for residents of the Town and support a range of housing choices that meet the needs of various income levels, age groups, and persons needing special accommodation. Encourage the development of housing properties, types and densities that enhance the rural character of the town. Sheehan made a motion to approve the goals as amended. 2nd by Deb. Four voted yes, one nay. Motion passed.

Further discussion of Chapter 3 will be tabled until March 29th at 9AM. The remaining chapters 4 and 5 will be reviewed along with chapters 6-9 in preparation for our second meeting with Sam Wessel of NCWRPC on April 17th at 10 AM.

Upcoming Committee Items: Meeting with the DNR and McNaughton will be set after the Annual Electors Meeting on April 18th.

Committee participation and member terms: The committee was set up with 7 members. One resigned and one has been inactive. Current members started May 1, 2022. Expiration terms for the five current members are Deb Seeger – 2023, Ida Nemec and Sheehan Donoghue – 2024 and Shane Zaruba and Chuck Rasmussen - 2025. Kevin Rasmussen is the current town board representative. A new member will be appointed by the town board to fill the vacancy left by Todd Weberg. Sheehan made a motion to accept the initial committee member term assignments as presented. 2nd by Deb. Motion passed.

TAP application: Chuck reported that the TAP application is ready to submit.

Next meeting date is March 29th at 9 AM.

Meeting was adjourned at 11:20 AM.

Planning Committee March 29, 2023

Meeting called to order at 9:08 AM by chair Chuck Rasmussen. Present : Sheehan Donoghue, Kevin Rasmussen, Chuck Rasmussen, Deb Seeger, Shane Zaruba , Ida Nemec

Meeting duly posted

Comprehensive Plan discussion : Chapters 6-9 were reviewed page by page. Comments and changes were entered into the online document to be presented for review by NCWRPC.

Goals and Objectives from Chapter 3 through 5 were revised. Changes made to Housing chapter 3 are bolded:

Goals: Enable development of housing for residents of the Town and support a range of housing choices that meet the needs of various income levels, age groups and persons needing special accommodations. **Encourage the development of** housing properties, types and densities that **enhance** the rural character of the Town.

Objectives: Plan for a range of housing that meets the needs of area residents of various income levels, ages and health status.

Abide by and enforce a comprehensive building code that requires inspection of new structures and repair of unsafe and unsanitary housing conditions.

Guide single and multi-family housing, senior housing and special accommodation housing to develop near infrastructure such as medical, groceries and banking and other public services without impacting the rural character of the Town of Plum Lake. Consider clustered residential housing options without **negatively impacting** the rural character of the town.

Work with contractors to construct, maintain and rehabilitate a wide range of housing types and styles that meet a diverse range and match the character and natural landscape of the Town.

Sheehan made a motion to approve the Chapter 3: Housing goals and objectives as amended. Second by Kevin. Motion approved.

Chapter 4: Utilities and Community facilities were reviewed. The only change made was in goals to read: Provide residents **and visitors** quality Public Services such as roads, public safety, emergency response and administration of local government. Shane made a motion to approve Chapter 4 goals as amended. Second by Sheehan. Motion Approved

Chapter 5 Transportation was reviewed. Changes made in Objectives read: Conduct an annual evaluation of road maintenance needs and a rigorous maintenance program . **Provide public notice to property owners and public who will be reasonably affected by any planned changes to town roads.**

Require any new development to locate driveways and other access points in locations that will not **impact** safety or capacity of existing roads.

These objectives were added:

To promote and enhance diversity of roads such as the designated Rustic Roads

Monitor availability of intergovernmental funding opportunities to maximize the opportunity to maintain our roads.

Chapter 5 goals and objectives review will be continued at next meeting.

Land Use Agreements: Chuck has been in contact with the DNR and will set up a date for Beth Fiend to meet with the planning committee.

TAP application has been submitted and received by the DOT.

Deb made a motion to adjourn, Second by Shane. Meeting adjourned at 11:33

Next meeting April 10th at 9:00 AM