

**Minutes of the February 29, 2024 meeting of the Sawyer County
Tourist Rooming House Sub Committee
Board; Sawyer County Courthouse/Virtual**



Voting Committee Members Present (X)

- ☒ Ginny Chabek – Chair
- ☒ Phil Nies – Vice Chair
- ☒ Tweed Shuman
- ☒ Stacey Hessel
- ☐ Chris Rusk - virtual
- ☒ Gary Nathan - virtual
- ☐ Matt Dale
- ☒ Cheryl Treland - virtual
- ☐ Kris Viecceli
- ☒ Martin Hanson - virtual
- ☒ Ryan Cari - virtual
- ☒ Laura Rusk

Others Present

- ☒ Lynn Fitch
- ☒ Jay Kozlowski
- ☒ Eric Wellauer
- ☒ Matt McKay
- ☒ Julia Lyons
- ☒ Doug Mrotek
- ☒ Andy Albarado - virtual
- ☒ Brian DeVries - virtual
- ☐ Rick Peters
- ☒ Julie McCallum

Others Present

Rebecca Roeker

Call to Order/Pledge of Allegiance– Chair Chabek called the meeting to order at 10:00 am. Roll call was taken; quorum was met.

Certification of Compliance with the open meeting law was met.

Public Comments – Linda Zillmer, Andrew Gradall, Brittney Gradall, Ben Welack, Mike Nylund, Benjamin Kurtzweil, Amy Stalter

Chair Chabek provided a review of the purpose of this Committee.

Minutes from the previous meeting dated: **October 19, 2023**

Motion to approve made by: Mr. Shuman Second by: Ms. Hessel
Motion carried without negative vote.

Information to be provided to the Committee by staff and legal counsel on the development of the draft ordinance-

Mr. Kozlowski advised that staff along with legal counsel have been working to create the draft version of the proposed ordinance. Mr. McKay thanked all involved in this process. Ms. Roeker advised that several points in the proposed draft are areas that yet need decisions. This area of regulation is relatively new and thus hasn't always kept up with business and technology. The goal is to balance the health and welfare of all County residents as well as the property rights of the owners. Based on the volume of TRH's in Sawyer County, a traditional method of regulating facilities has not been used. HHS staff is already performing much of the work to oversee TRH units, but clear processes need to be determined, and the WCA model ordinance is still in process and will look different than Sawyer County's ordinance.

Introduction of Draft Ordinance -

Mr. Kozlowski began the process of working through the ordinance section by section. The Committee moved ahead to the Notification section 14-4-9(E); one method suggested is to use our GIS system to offer beacon PIN locators on

TRH properties since the burden of sending certified mail might be prohibitive. Mr. DeVries advised that a new map could be created to identify TRH's in the County. Mr. DeVries left the meeting at 10:45 am.

14-4-1 (A) – Bedroom definition – DATCP has specific definitions allowed. The work team will review how this definition relates to the septic system permits.

14-4-4 – Decision on Application – the ordinance modified language to blend it with DATCP verbiage. Consideration as to keeping the word *Reasonable* in (B)(1)(c and d) is yet to be determined.

14-4-5 – Term – the renewal fee will refer to the County's Fee Schedule instead of listing an actual dollar figure.

14-4-8 -- Owner's Agent – Consideration as to the amount of time needed for an agent to respond to an issue is a point of discussion. This will put the responsibility on the owner or owner's agent to act as the point of first contact. Clarification should be made on whether an agent has to reside within 60 minutes or respond to a complaint within 60 minutes should be made.

14-4-9 (E) – Owner Responsibilities – Mr. Nies suggested that instead of using a 300-foot notification rule, perhaps the Committee consider *immediately adjacent* and a definition of this would need to be added. A recommendation to make this change was noted.

14-4-11 – Occupancy and Minimum Requirements – Code states that for every one bedroom, two occupants are allowed for a residential sewer system. Mr. Wellauer will work with legal counsel to address non-residential septic systems.

14-4-12 – Tourist Rooming House Regulations – Mr. McKay is waiting to hear if *Detectors* needs to be changed to *Alarms*. He recommends omitting the section requiring annual fire extinguisher maintenance, and reword the language to reference "functioning" fire extinguishers. Relating to pets, language will be changed to reflect that pets need to be controlled while within the property boundaries.

14-4-13 – Enforcement and Violations – Ms. Roeker provided background information in regards to the language in section C, *Owners Obligations*. Mr. Nies left the room at 11:35 am and returned at 11:36 am.

14-4-14 – Denial, Suspension or Revocation of TRH License – This section refers a potential revocation or suspension to the County Health & Human Services Board. Processes for HHS staff for a revocation or suspension incident will need to be developed. The Committee broke at 11:55 am and resumed at 12:00 pm.

Consideration of a motion for contact information and notification to neighboring properties -

A motion was made by Mr. Shuman to strike the 300-foot requirement and add "immediately adjacent or abuts the TRH property"; second by Mr. Nies with the addition of adding the county GIS beacon process. Motion carried with one negative vote from Mr. Martin.

Consideration of a motion to approve draft ordinance to committees of jurisdiction -

A motion was made by Ms. Treland; second by Ms. Hessel that this committee review the cleaned-up version of the ordinance before moving it to committees of jurisdiction. Motion carried without negative vote.

Future Agenda Items – Implementation Timelines

Adjournment – 12:24 pm

Next Meeting: TBD

Time: 10:00 am

Location: Board Room

Minutes recorded by Lynn Fitch, County Clerk