

**Meeting Minutes:
Door County Smart Growth Plan Core Planning Committee
February 28, 2007**

1. Open meeting/introductions.

The first meeting of the Door County Smart Growth Plan Core Planning Committee (CPC) was held in the General Meeting Room (Room A150, First Floor) of the Door County Government Center (former Courthouse), 421 Nebraska Street, Sturgeon Bay, Wisconsin, on Wednesday, February 28, 2007. The meeting began at 7:00 p.m.

Present:

Hugh Mulliken, Door County Resource Planning Committee
Bob Ryan, Door County Resource Planning Committee
Martin Olejniczak, City of Sturgeon Bay
Nancy Fisher, Village of Egg Harbor (alternate)
Kathleen Mueller, Village of Forestville
Denise Bhirdo, Village of Sister Bay
Bill Vandertie, Town of Brussels
Galen DeJardin, Town of Brussels (alternate)
Mark Heimbecher, Town of Clay Banks
John Fritschler, Town of Clay Banks (alternate)
Pam Krauel, Town of Egg Harbor
Darrell Lautenbach, Town of Egg Harbor (alternate)
Monica Nelson, Town of Forestville
Gerald Uecker, Town of Forestville (alternate)
Paul DeWitt, Town of Gardner
Glenn Dart, Town of Gardner (alternate)
Merrell Runquist, Town of Gibraltar (alternate)
Jeanne Majeski, Town of Jacksonport
Kari Anderson, Town of Jacksonport (alternate)
Ann Miller, Town of Liberty Grove
Bud Kalms, Town of Liberty Grove (temporary alternate)
George Whitford, Town of Nasewaupee
Bart Munson, Town of Sevastopol
Mark Finger, Town of Union
Rena LaLuzerne, Town of Union (alternate)
MaryLee Benson, Town of Washington
Ron Overdahl, Town of Washington (alternate)

Also present:

Charlie Most, Door County Board Chair, ex officio member
Deb Fitzgerald, Door County Advocate
Ann Hippensteel, Town of Clay Banks resident
Mariah Goode, Door County Planning
Becky Kerwin, Door County Planning
Rob Burke, UW-Extension
Mark Walter, Bay-Lake Regional Planning Commission
Ker Vang, Bay-Lake Regional Planning Commission

Excused:

David Tuch, Village of Egg Harbor
Village of Ephraim appointee and alternate (both still to be named)
Village of Forestville alternate (to be named after April election)
Tom Birmingham, Town of Gibraltar

Absent:

Kevin O'Donnell, City of Sturgeon Bay (alternate)
Bob Kufirin, Village of Sister Bay (alternate)
Peter Jacobs, Town of Baileys Harbor
Gene Stanis, Town of Baileys Harbor (alternate)
George Bagnall, Town of Jacksonport (sharing primary appointment with Jeanne Majeski)
Steve Sullivan, Town of Nasewaupsee (alternate)
Leif Lautenbach, Town of Sevastopol (alternate)
Paul Skup, Town of Sturgeon Bay
Harry Porter, Town of Sturgeon Bay (alternate)

2. Review county plan development process and timeline.

Committee members and alternates had received in the mail a copy of the steps the plan development process will follow. Mark Walter handed out at the meeting a visual chart depicting those plan development steps and indicating which group (CPC, Bay-Lake RPC staff, Planning Department staff, or advisory work group) would take primary responsibility for each step. After Walter went through the plan development steps with attendees and answered any questions, the CPC members agreed by consensus that the plan development process was acceptable as presented.

3. Review Core Planning Committee (CPC) roles and responsibilities.

Mariah Goode briefly reviewed with attendees the CPC roles and responsibilities, as outlined in the Door County Board of Supervisors resolution establishing the CPC, a copy of which had been mailed to all appointees and alternates. After Goode answered a few questions, CPC members agreed by consensus to the committee's designated roles and responsibilities.

4. Discussion: CPC structure.

Rob Burke reviewed a two-page document he had prepared with Mariah Goode entitled *Protocols: Door County Smart Growth Core Planning Committee* which outlined proposed details for CPC members to review with regard to the processes the CPC might use to conduct meetings and reach decisions, CPC structure, ground rules for interaction among members, and responsibilities of CPC members with regard to meeting attendance and preparation.

CPC members agreed by consensus to the proposal that the membership should elect a chair and vice-chair. Motion and second from the floor that Mark Finger, Town of Union, should serve as CPC chair. Motion carried unanimously. Motion and second from the floor that MaryLee Benson, Town of Washington, should serve as CPC vice-chair. Motion carried unanimously.

Motion by Denise Bhirdo, seconded by Bill Vandertie, to accept the *Protocols: Door County Smart Growth Core Planning Committee* as presented as the guidelines by which the CPC will conduct itself. Motion carried unanimously.

5. Review of Public Participation Plan.

CPC members and alternates had received in the mail a copy of the current Public Participation Plan guiding the plan development process, which was adopted by the Door County Board of Supervisors in December 2005. Becky Kerwin handed out at the meeting a proposed updated and revised version of the Public Participation Plan for the CPC to review. The main changes from the current plan are a recognition of the creation and responsibilities of the CPC and a reflection of the new timeline the plan development process will be following.

Motion by Marty Olejniczak, seconded by Ann Miller, to recommend to the County Board adoption of the proposed updated Public Participation Plan, with an amendment to the Public Participation Opportunities section clarifying informal methods of participation interested members of the public may use to involve themselves in the planning process. The RPC will review the final document before sending it to county board. Motion carried unanimously.

6. Information on upcoming county planning visioning meetings.

During discussion of the county plan development process (agenda item 2 above), Goode announced the dates and times (exact locations to be determined) of the 3 visioning meetings that will be held this spring, the results of which will be used to create a draft vision statement that will guide the development of the county plan goals and objectives:

Wednesday, April 18 – Southern Door location – 7:00-9:00 p.m.

Saturday, April 28 – Sturgeon Bay location – 9:30-11:30 a.m.

Tuesday, May 1 – Northern Door location – 7:00-9:00 p.m.

All CPC members and any other interested members of the public are encouraged to attend one of the visioning meetings.

7. Set future CPC meetings.

By consensus, it was agreed to hold the next quarterly CPC meeting on Thursday, May 31st at 7:00 p.m. at the Door County Government Center, General Meeting Room (A150; first floor).

8. Adjourn.

Motion by Ron Overdahl, seconded by all, to adjourn. Motion carried unanimously.

Meeting adjourned at 8:35 p.m.