

BUFFALO COUNTY MINUTES

Committee of the Board: Land Use Committee

Date of the Meeting: Friday, September 16, 2022

Chair Max Weiss called the meeting to order at 9:00 a.m.

**Land Use Committee Members Present:** Mr. Max Weiss, Mr. Dwight Ruff, Mr. Michael Taylor, Mr. Gary Stanton, and Mr. Steven Nelson.

**Land Information Council Members Present:** Ms. Tina Anibas and Mr. Lee Engfer.

**Others Present for All or Parts of the Meeting:** Mr. Ryan VanDeWalle (Teams), Mr. Briar Golden, Ms. Roxann Halverson, and Mr. Nick Anderson.

**Public Comments regarding Posted Agenda Items:** None.

**Review/Discussion/Action Minutes from Previous Meeting:** A discussion was held to amend the previous meeting minutes to indicate the Surveyor is working on tie sheets for Town of Milton, not finishing them up. Mr. Ruff made a motion to approve the minutes with the Surveyor's correction, seconded by Mr. Taylor. Carried.

**Review/Discussion/Action regarding a Presentation by Ayres Corporation for LiDAR:** Mr. Anderson is a Project Manager at Ayres and Associates and will be working with Buffalo County on the LiDAR project. He explained what LiDAR is and how he works with multiple counties and stakeholders to keep costs down. The overall cost of the project for Buffalo County is \$283,495.00 but will come down with grant funds and partnerships with other counties and stakeholders.

**Review/Discussion/Action regarding the Assistant Zoning Administrator Position Description:** Mr. VanDeWalle reviewed the duties of the Assistant Zoning Administrator and the credentials required of this position. Mr. Nelson made a motion to approve the position description, seconded by Mr. Stanton. Carried.

**Review/Discussion/Action regarding A Resolution to Create and Fill an Assistant Zoning Administrator Position:** Mr. VanDeWalle explained the savings in creating this position and Land Management Department. Mr. Ruff asked about salaried positions and overtime or comp time. The issues of comp time and overtime can be addressed at the next HR meeting. Mr. Ruff made a motion to approve the resolution, seconded by Mr. Taylor. Carried.

**Review/Discussion/Action regarding the Land Management/County Conservationist Position Description:** Mr. VanDeWalle explained that by having a Land Management/County Conservationist position DATCP will pay for 100% of the wages for this position. Things would need to be adjusted if it is filled as a Land

Management/Zoning Administrator position. Mr. Taylor made a motion to approve the position description, seconded by Mr. Stanton. Carried.

**Review/Discussion/Action regarding A Resolution to Create and Fill a Land Management Director/County Conservationist Position:** Mr. Ruff made a motion to approve the resolution, seconded by Mr. Taylor. Carried.

**Review/Discussion/Action regarding Advertising and Filling the Zoning Technician Position:** Mr. VanDeWalle explained this position is vacant and needs to be filled. Once filled the person currently in the position will transition to the Resource Management position. Mr. Nelson made a motion to approve filling the Zoning Technician position, seconded by Mr. Ruff. Carried.

**Review/Discussion/Action regarding the Zoning Administrator Report:** Mr. VanDeWalle indicated that he is currently working on an open records request regarding videotaping of employees working on a building removal issue south of Fountain City. Buffalo County does not tape their employees while they work.

The Comprehensive Land Use Plan needs to be reviewed and updated. It was created in 2013 and needs an update every 10 years. This will be reviewed at the next few meetings.

**Review/Discussion/Action regarding the Surveyor's Report:** No report this month.

**Review/Discussion/Action regarding the GIS/LIS Coordinator/LIO Monthly Report:** Mr. Nels Anderson is currently working 8 hours per week. There have been two applicants for the position and interviews will be set up soon.

**Review/Discussion/Action regarding the Committee Chair Report:** None.

**Review/Discussion/Action regarding the Next Meeting Date and Time:** The next meeting will be October 14<sup>th</sup> at 9:00 a.m.

**Public Comments Note Related to Agenda Items:** None.

**Adjournment:** Mr. Stanton made a motion to adjourn at 10:33 a.m.

Respectfully Submitted,

Roxann Halverson  
County Clerk