

COMMITTEE OF THE WHOLE MEETING AGENDA

Tuesday, March 12, 2024

Starting at 6:15 p.m. or immediately following the 6:00 p.m.

**Village Board meeting, whichever is later
Caledonia Village Hall - 5043 Chester Lane**

1. **Meeting called to order**
2. **Roll Call**
3. **Approval of Minutes** – Committee of the Whole: 02/27/2024
4. **Public Comment** - Provides a two-minute opportunity for citizens to voice opinions to the Committee of the Whole. The Committee of the Whole cannot respond as this may conflict with open meeting requirements.
5. **New Business**
 - A. Discussion on changes to Title 7, Chapter 3 regarding the Cigarette, Tobacco, and Electronic Smoking Devices License.
6. **Continuing Business**
 - A. Continuing Discussion - Village 5-10 Year Vision (*CoW 1/9/24, CoW 1/23/24, CoW 2/13/24 postponed, CoW 2/27/24 postponed*)
 - B. Discussion regarding livestock fencing requirements and animals running at large; Reference: Title 7, Ch. 1 Animal control and Title 11, Ch. 6 Nuisances (*CoW 1/23/24 direct staff to review, CoW 2/13/24 postponed, CoW 2/27/24 postponed, CoW 2/27/24 directed staff to review*)
https://caledonia-wi.gov/sites/default/files/Title%207%2C%20Chapter%201_5.pdf
<https://caledonia-wi.gov/sites/default/files/Title%2011%2C%20Chapter%206.pdf>
7. **Adjournment**

**Committee of the Whole Meeting
February 27, 2024**

1 - Order

President Weatherston called the Committee of the Whole meeting to order at 6:15 p.m. at the Caledonia Village Hall.

PRESENT: 5 – President Weatherston, Trustee Pierce, Trustee Stillman, Trustee Martin, and Trustee Wishau

EXCUSED: 1 – Trustee McManus, Trustee Lambrecht

STAFF: Public Services Director Tony Bunkelman, Village Engineer Ryan Schmidt, Development Director, Peter Wagner, Police Chief Christopher Botsch, Fire Chief Jeff Henningfeld, Village Attorney/HR Manager Tyler Helsel and Clerk Jennifer Olsen.

2 – Approval of Minutes February 13, 2024

A motion was made by Trustee Martin to approve the Committee of the Whole minutes of 02/13/24, seconded by Trustee Stillman. The motion carried 5-0.

3 – Public Comment

The following people appeared to speak before the Committee:

1. Fran Martin, The League of Wisconsin Municipalities meeting was very useful and recommends others attend.

4 – New Business

A. Discussion on potential space sharing with Racine FD at Station 12

Staff presented on the item. The City of Racine Fire Department's Lombard St. station will be undergoing renovations and has requested permission to utilize space in Station 12 for an ambulance and staff. After limited discussion, the Committee approved the request.

B. Update on Public Safety Building

Staff presented an update on the Public Safety Building progress. The larger issue right now is IT setbacks. Security and access systems will be completed once the IT issues are resolved. Move-in will be a phased in approach, dependent on IT progress. After the Police Department admin staff is moved in, the Fire Department -admin staff will move in first to troubleshoot bugs.

5 – Continuing Business

A. Continuing Discussion - Village 5-10 Year Vision (*CoW 1/9/24, CoW 1/23/24, CoW 2/13/24 postponed*)

A motion was made by Trustee Pierce to postpone the item until the next meeting, seconded by Trustee Martin. The motion carried.

B. Discussion regarding livestock fencing requirements and animals running at large; Reference: Title 7, Ch. 1 Animal control and Title 11, Ch. 6 Nuisances (CoW 1/23/24 direct staff to review, CoW 2/13/24 postponed)

Staff presented on the item, summarizing the memo attached to the agenda. Staff clarified that other ordinances may be more appropriate for enforcement of this issue. Committee members suggested changes to Title 15 instead, asking for restrictions on animals being unenclosed while on private property. The committee directed staff to prepare additional options.

C. Discussion on potential revisions to Title 14, Chapter 3, subdivision controls (CoW 2/13/24 direct staff to review)

Staff presented on the item showing that the rural area in the Land Use Map matches the area that is outside of the utility district boundary, and open space meets requirements naturally just by using storm water ponds and other easements. Storm Water Management Areas within subdivisions was calculated for recent developments and it was found that they varied from 5% to 14% open space versus the lots. Staff recommendation is to reduce or eliminate open space and conservation easement requirements within the utility district, and reduce the open space requirement in the non-serviced area.

A motion was made by Trustee Pierce to postpone action on the item until the second meeting in March, seconded by Trustee Stillman. The motion carried.

6 – Adjournment

President Weatherston adjourned the meeting at 7:00 p.m.

Respectfully submitted:

*Jennifer Olsen
Village Clerk*

Examples of Types of Typical Municipal Plans

Comprehensive Plan: A comprehensive plan is a local government's guide to community physical, social, and economic development. Comprehensive plans are not meant to serve as land use regulations in themselves; instead, they provide a rational basis for local land use decisions with a twenty-year vision for future planning and community decisions. These are usually found at local, county, and regional levels. Local level does have control over the content of their comprehensive plan, but the idea is for the plans to vertically integrate with one another.

Park & Open Space Plan: The primary purpose of this Plan is to proactively plan for the Village's future park and recreation needs. Furthermore, the policy recommendations and programs presented in the Plan will guide the acquisition, preservation, and development of land for parks, recreation trails, and other open spaces in the Village to meet the needs of a growing and changing population. Such recommendations will serve to protect and enhance the community's natural needs of the community and it can focus on policy recommendations and programs to be implemented over a five-year period.

Strategic Plan: A Strategic Plan serves as the guiding principle for the future of the Village. The plan helps to establish goals, objectives, and strategies to make significant and measurable improvements. The Strategic Plan is developed around the mission, vision, and values.

Facilities Management Plan: A Facilities Management Plan outlines processes and procedures for managing a facility. It outlines strategies and goals for improving the efficiency, safety, and security of a facility, or other infrastructure related systems.

Capital Improvement Plan: A capital improvement plan (CIP) is a community planning and fiscal management tool used to coordinate the location, timing and financing of capital improvements over a multi-year period — usually 4-6 years. Capital improvements refer to major, non-recurring physical expenditures such as land, buildings, public infrastructure and equipment. The CIP includes a description of proposed capital improvement projects ranked by priority, a year-by-year schedule of expected project funding, and an estimate of project costs and financing sources. The CIP is a working document and should be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.

Stormwater/Floodplain Management Plan: A plan that helps reduce pollution and contamination during construction projects by controlling runoff of rainwater or melted snow into streets, lawns, rivers, and other sites. A plan to protect life, health and property; to minimize costs for flood control projects; to reduce tax dollars spent for rescue, relief and repair of flood damage; to shorten business interruptions caused by flooding; to prevent future flood blight areas; to discourage victimization of unwary land and home buyers; and to prevent increased flood levels caused by unwise floodplain development.

Communications Plan: A written document intended to outline and guide an organization's communication efforts. Strategic communication plans create a strong foundation for communications and marketing activities through the proper channels for your audiences.

Current Village/Other Agency Plans:

- Comprehensive Plan
- Park & Open Space Plan
- Cooperative Boundary Agreement with Raymond
- TIF 1-5 project plans
- Nicholson Wildlife Area Management Plan (2005)
- Land Use Plan Implementation Strategy for the Rural Area of the Town of Caledonia (2004)
- Wildlife Habitat Management Plan for the Nicholson Wildlife Center (May 1986)
- Land Use Plan Implementation Strategy for the Rural Area of the Town of Caledonia (March 2004)
- Rural Cluster Development Guide (December 1996)
- Stormwater Management Plan
- Comprehensive Drainage Plan (Master Grading Plan)
- Floodplain Management Plan
- Needs Assessment (Sewer Connection Fee & Water Impact Fee)
- Regional Water Quality Management Plan (Sanitary Sewer Boundary Agreement)
- Sanitary Sewer Service Area for the City of Racine and Environs (Sanitary Sewer Boundary)
- Peak Wet Weather Mitigation Plan
- Storage Optimization Plan (Sanitary)
- Emergency Response Plan (Sanitary)
- Operation & Maintenance Plan (Sanitary)
- Water Feasibility Study
- Comprehensive Water System Master Plan
- Needs Assessment (Water Impact Fee)
- Emergency Response Plan (Water)
- Operation & Maintenance Plan (Water System)
- Wireless Antenna Siting and Related infrastructure plan for SE WI (2006)
- Regional Bicycle and pedestrian facilities system plan for SE WI: 2020
- Highway Access Management Plan – DOT
- Farmland Preservation Plan – County Plan
- Emergency Management Plan – County Plan

Link to Village Plans that are posted on website: <https://caledonia-wi.gov/planning-reports-agreements-studies-tif-documents>

Link to SEWRPC which has many regional plans in which Caledonia is included:
<https://www.sewrpc.org/SEWRPC.htm>

Link to an example of a strategic plan for River Falls, WI : <https://www.rfcity.org/853/Strategic-Planning>

Staff recommended changes related to animals at-large:

Amend Sec. 7-1-1

- (b) Definitions. In this Chapter, unless the context or subject matter otherwise require:
- (1) "Owner" shall mean any person owning, harboring, or keeping an animal ~~dog or cat~~ and the occupant of any premises on which an animal ~~dog or cat~~ remains or to which it customarily returns daily for a period of ten (10) days. An occupant of any premises on which an animal ~~dog or cat~~ remains or to which it customarily returns daily for a period of ten (10) days is presumed to be harboring or keeping the ~~dog or cat~~ animal within the meaning of this Section.
 - (2) "At large" means to be off the premises of the owner and not under the control of some person by leash or control, but a ~~dog or cat~~ n animal within an automobile or trailer of its owner, or in an automobile of any other person with the consent of the owner of said ~~animal~~ dog or cat, shall be deemed to be upon the owner's premises.
 - (3) "Dog" shall mean any canine, regardless of age or sex.
 - (4) "Cat" shall mean any; feline, regardless of age or sex.
 - (5) "Neutered" as used herein as describing a dog or cat shall mean a dog or cat having nonfunctional reproductive organs.
 - (6) "Animal" means mammals, reptiles and birds that are owned by an individual. Wild animals are not under this definition in this Chapter.
 - (7) "Cruel" means causing unnecessary and excessive pain or suffering or unjustifiable injury or death.
 - (8) "Law Enforcement Officer" has that meaning as appears in Sec. 967.02(5), Wis. Stats., and includes a humane officer under Sec. 58.07, Wis. Stats., but does not include a conservation warden appointed under Sec. 23.10, Wis. Stats.
 - (9) "Farm Animal" means any warm-blooded animal normally raised on farms in the United States and used for food or fiber.
 - (10) "Pet" means an animal kept and treated as a pet.
 - (11) "Leash" means a cord, thong or chain not more than ten (10) feet in length by which an animal ~~dog~~ is controlled by the person accompanying it.

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Repeal Sec. 7-1-6(c) and(d)

Create Sec. 7-1-27 Animals at large; penalty.

- (a) ~~Dogs~~ ProhibitionRunning at Large. It shall be unlawful for the owner or keeper of any ~~dog~~ animal to permit or suffer such ~~dog~~ animal to be at large, which shall mean that it is off the premises of its owner or keeper and upon any public street or alley, any school ground, any public park or upon any other public or private property without the permission of the owner of the property, provided, however, a dog shall not be deemed to be at large if:
- (1) It is attached to a leash, not more than ten (10) feet in length which is of sufficient strength to restrain it, and the leash is held by a person competent to govern it of at least ten (10) years of age and prevent it from annoying or worrying pedestrians or trespassing on private property or trespassing on public property where ~~dogs~~ animals are forbidden; or
 - (2) It is properly restrained within a motor vehicle or trailer.
- (b) **Owner's Liability for Damage Caused by ~~Dog~~Animals at large; Penalties.**
- (1) In the event the animal at large is a dog, ~~The~~ provisions of Sec. 174.02, Wis. Stats., relating to the owner's liability for damage caused by dogs together with the penalties therein set forth are hereby adopted and incorporated herein by reference.

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(2) In the event the animal at large is an animal other than a dog, the owner is subject to a forfeitures as outlined in Sec. 7-1-30.

Amend Sec. 7-1-30(b)(1)

(b) (1) Anyone who violates Sections 7-1-1, 7-1-2, 7-1-3, ~~and 7-1-4~~, and 7-1-27 of this Code of Ordinances or Chapter 174, Wis. Stats., shall be subject to a forfeiture of not less than Twenty-five Dollars (\$25.00) and not more than Two Hundred Dollars (\$200.00) for the first offense and not less than One Hundred Dollars (\$100.00) and not more than Four Hundred Dollars (\$400.00) for any subsequent offenses.

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Additional changes related to animals at-large on the owner's premise, which the staff does not recommend;

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Amend Sec. 7-1-1(2)

- (2) "At large" means ~~to be off the premises of the owner~~ an animal, either on or off the owner's premise, that is -and not under the control of some person by leash or control or within a primary enclosure. -but a ~~An animal within an automobile or trailer of its owner, or in an automobile of any other person with the consent of the owner of said animal, shall be deemed to be upon the owner's premises.~~ shall not be considered at-large.

Create Sec. 7-1-1()

- () "Primary enclosure" means a barn, fence, or other structure that is structurally sound and maintained in good repair to protect an animal from injury, to contain an animal, and to keep predators out. A primary enclosure shall be constructed and maintained to include a portion for the animals to remain dry and clean; constructed and maintained so that the animals contained therein have convenient access to clean food and water; and the floors of the primary enclosures shall be constructed so as to protect an animal's feet and legs from injury.

Include 7-1-27 and 7-1-30 amendment in this change.