

Joint Plan Commission, City of Marshfield/Town of McMillan Boundary  
Agreement Plan

Meeting Minutes of October 12, 2012

**Present:** Dave Swenson, Michael Stockheimer, Dan Knoeck, Karen Woodford,  
Alderman Ed Wagner

**Absent:** Doug Lee

**Also Present:** Steve Barg, City Administrator; Jason Angell, Planning and Economic  
Development Director; Alderman Gordy Earl; and, Josh Miller,  
Planner/Zoning Administrator.

Meeting called to order at 10:02 A.M. by Chairman Wagner.

**Elect Chairman**

**JPC 12-01** Motion by Knoeck, second by Woodford to approve the minutes of the  
December 16, 2011 meeting.

All Ayes.

**Motion Carried**

**Public Comment.**

None.

**Discussion of a Possible Subdivision by Jeff Redetzke, South of Mann Road, West of  
County Road E.**

Miller presented the proposed subdivision layout. The proposal is for 3, 2-acre parcels to be created along Mann Street and a fourth 18.26 acre parcel in the back which would have 70 feet of frontage. The larger parcel would have to have an area dedicated for future right-of-way to allow access to the southern portion of the property. The location for the road dedication would be at the crest of the hill on Mann Street, allowing visibility if a road is constructed in the future. Miller stated that the proposal would require a major subdivision and the City Plan Commission would be reviewing it as it falls within the extra-territorial plat review area. Overall, the Joint Plan Commission was fine with the proposed subdivision.

**Continued discussion of Transportation Planning for the Joint Planning Area.**

Miller gave a brief history of the traffic counts collected in 2010 on Mann Street, County Highway E, and St. Joseph Avenue. The Town expressed some concern about the traffic safety and visibility on the corner on of County Highway E and Mann Street. There didn't seem to be a high number of accidents, but it is still considered a dangerous intersection.

Members asked if the City had a plan to extend Chestnut Avenue. Knoeck said it's on the Official Street Map, but not on the CIP at this time. Wagner said that the Commission should document what the groups thoughts are regarding transportation planning. Knoeck suggested going through the draft transportation plan next time and make some changes and look at officially adopting it. It will be important to identify corridors that should be preserved. Stockheimer said that doing so should be sufficient evidence of what the Commission's intentions are for future transportation planning.

### **Discussion to Update the Town of McMillan and City of Marshfield Cooperative Boundary Agreement Plan.**

Miller explained the process and timeframe for amending the plan. The current plan expires on March 5, 2013. It would take a minimum of 120 days which would put us near the expiration date of the plan. Barg asked if there was a purposed for the plan to continue. Stockheimer said that it's nice to keep the line of communication open between the Town and the City. Swenson added that the annexations that occurred when WalMart was proposed left a bad taste in the Town's mouth. Woodford said that she has seen stabilization between the Town and City.

Angell commented that from a planning perspective there are pros and cons. The current boundary for the planning area is too large. The 10 year annexation fee structure is a problem and staff recommends going with the 5-year requirement by statute. The "No Contest Areas" should be reevaluated. The Joint Plan Commission shouldn't review building permits. The overall plan should be reframed and refocused. Transportation is a priority. Angell also pointed out that a consultant will have to be hired as staff won't have time to work on this plan. Costs would be split 50/50 between the Town and City. The City will put together a Request for Proposal and get estimates to bring back to the Joint Plan Commission.

**JPC 12-02** Motion by Woodford, second by Swenson stating that the Joint Plan Commission agrees to the following: the Commission agrees that an agreement to continue planning is advantageous, the Commission members will go back to their respective communities for approval to move forward with planning; a cost sharing measure will be included for the development of the plan; and a memo of understanding will be put together to continue the current plan.

All Ayes.

**Motion Carried**

### **Set Next Meeting & Agenda**

The next Joint Plan Commission meeting with the Town of McMillan will be held on Friday, December 14, 2012 at 10:00 am. The agenda should include an update on the progress of the planning agreement and a review and update of the transportation plan.

**Adjourn**

Motion by Swenson, second by Knoeck to adjourn.  
All Ayes.

Meeting adjourned at 10:50 A.M.

A handwritten signature in black ink that reads "Josh Miller". The signature is written in a cursive style with a large initial "J" and "M".

Submitted by, Josh Miller  
Planner/Zoning Administrator