

**COUNTY OF DUNN
MENOMONIE, WISCONSIN
MINUTES**

**Minutes of the Meeting of the Dunn County Board of Adjustment.
Held on March 17, 2025, in the Government Center, Room 60.**

DRAFT

Call to Order. Chairperson Halvorson called the meeting to order at 10:32 am.

Roll Call. Present were Crystal Halvorson (Chairperson), David Bartlett (Vice Chairperson), Gerald Porter, and Heather Seburn. Quorum confirmed. Tim Lienau (Alternate) was also present.

Announcement of Proceedings. None.

Approval of Minutes. Seburn made a motion to approve the February 17, 2025 meeting minutes with the acknowledgement of minor spelling errors. Seconded by Bartlett. All in favor. Motion carried.

Public Comment. None.

Public Hearings. None.

Business Items.

- 1. Review and Take Action-Court-Ordered Remand Grall v. Dunn County BOA Case No. 2024 CV 111.** Halvorson made a motion to grant the variance as required in the court-ordered remand of Grall v. Dunn County BOA No. 2024 CV 111, issued on January 10, 2025. Seconded by Seburn. Bartlett and Porter abstained. Motion failed. Halvorson motioned again to grant the variance as required in the court-ordered remand of Grall v. Dunn County BOA No. 2024 CV 111 dated January 10, 2025. Seconded by Seburn. A roll call vote of all present Board members was conducted as follows: Halvorson-Yes, Seburn-Yes, Lienau-Yes, Bartlett-No, Porter-No. Motion carried.
- 2. BOA Training – Corporation Counsel.** Jim McMenemy, Corporation Counsel, assisted by Tammy Traxler, Planning and Zoning Administrator, gave a detailed presentation to the Board on how to approach future variance requests. Intermittent discussion by McMenemy, Traxler and the Board. No action required.
- 3. BOA Rules and By-Laws – Board and staff discussion.** Continued discussion on how the Board could apply the provided guidance to future requests. Traxler and McMenemy answered questions of the Board. No action required.

Announcements & Correspondence. Traxler informed the Board that they will likely be hearing several different requests in the upcoming months and encouraged members to communicate early if they anticipate any scheduling conflicts to ensure a quorum is present.

Future Meeting Date and Any Agenda Items: Next meeting date is Monday, April 21, 2025.

Adjournment. There being no further business, Chairperson Halvorson declared the meeting adjourned at 12:04 pm.

Respectfully submitted,
Lilly Glodowski
Recording Secretary