

**Minutes are provided for informational purposes only. The official record can be obtained from the County Clerk's office. All minutes are unofficial until approved. Minutes are generally approved at the following meeting**

**Amended  
SHOOTING RANGE COMMITTEE MINUTES  
Wednesday – February 9, 2005 - 10:30 a.m.  
Pierce County Board Room**

Call to Order

Meeting called to order at 10:31 a.m. by Chair Don Nellessen. Other members present: Jerry Kosin, Jeff Holst, Greg Eaton, & Tom Buckner. Others present: Clerk J. Feuerhelm.

Minutes of Last Meeting

Motion by J. Holst/J. Kosin to approve minutes of 8-11-04. Motion carried by voice vote with all in favor.

Discuss/Take Action on Bills for 2004

Clerk J. Feuerhelm presented two bills for the 2004 season. One from James Albarado for lawn mowing & maintenance in the amount of \$1234.00; & one from UW-Madison Soil & Forage Testing Lab for soil testing completed on the range in the amount of \$126.00. Motion by J. Holst/J. Kosin to approve payment of these bills. Discussion on if the service for the portable satellite toilets had been paid. Direction was given to pay invoice if not already paid. Motion carried by voice vote with all in favor.

Discuss/Take Action on Soil & Water Testing

D. Nellessen reported that John Kraus from the Land Conservation Dept. & he went to the range & took soil tests from the center of each individual range. He indicated that he had received the report from UW-Madison on the amount of lead in the soil based on the samples taken. The results were as follows:

25 ft. Range; 1 ft. in depth – 7ppm    3 ft. depth – 3ppm (parts per million)

50 ft. Range; 1 ft. in depth – 10ppm                      3 ft. depth – 2ppm

100 yd. Range; 1 ft. in depth – 2ppm                      3 ft. depth – 1pp m

Chairman Nellessen added that according to the report lead levels that reach the 500-1000 ppm range are

when it becomes a concern to the public. And the current levels at the range are not even close to that.

Discussion on testing ground water & wells. G. Eaton expressed concerns that the ground water at the site was not tested. D. Nellessen indicated that Ed Hass from the Extension Office was going to provide the proper testing bottles & would assist if needed. He directed G. Eaton to do the testing on 3-4 wells to include the Shady Grove restaurant.

(J. Holst excused from meeting @ 10:45 a.m.)

Set next meeting date

Discussion on when to have next meeting. Meeting set for 10:30 a.m., county boardroom on the same day as Building Committee meeting in May, tentatively set at May 11<sup>th</sup>.

Other Business

G. Eaton expressed concerns that the Sheriff's Dept. method of notifying neighbors was not specific enough regarding the days & times they would be actually at the range. He added that currently neighbors receive a broad notice 30 days in advance but is worded such that it could cover several months. Also that they use it inconsistent with the notice, explaining that sometimes the department is there on the days stated in the notice & sometimes they are not. D. Nellessen indicated that it would be put on the next agenda for discussion.

Future Agenda Items:

Discuss/take action on water tests done at various wells surrounding range.

Discuss/take action on bids for mowing/maintenance.

Discuss/take action on bids for satellite toilet service.

Discuss/take action on Sheriff's range report.

Discuss/take action on hours of operation for 2005

Discuss/take action on proper notification to surrounding neighbors for Sheriff's Dept.

Adjourn

Motion by J. Kosin/T. Buckner to adjourn at 11:09 a.m. Motion carried with all in favor.

Respectfully Submitted By: Jamie R. Feuerhelm, Pierce Count Clerk

## **SHOOTING RANGE COMMITTEE MINUTES**

**Wednesday – May 11, 2005 - 10:30 a.m.**

**Pierce County Board Room**

### **Call to Order**

Meeting called to order at 10:30 a.m. by Chair Don Nellessen. Other members present: Jerry Kosin, Jeff Holst, Greg Eaton, & Tom Buckner. Others present: Sheriff Everett Muhlhausen, John Murphy, Steve Thayer, & Clerk J. Feuerhelm.

### **Minutes of Last Meeting**

G. Eaton stated that the minutes didn't include his comments of protest that the ground water was not tested at the site. Motion by J. Holst/J. Kosin to approve minutes of 2-09-05 as amended. Motion carried by voice vote with all in favor.

### **Discuss/Take Action on Training Usage Request**

Clerk J. Feuerhelm informed committee that Bob Schlichting was making the request but could not attend the meeting. However, he would be available to call in via conference phone at 10:50 a.m. should the committee desire to question him. Sheriff Muhlhausen indicated that he did not have a problem with the request as long as all range rules were followed. G. Eaton stated that according to the Conditional Use Permit only the police department has the right to schedule anything different than the hours of specified operation. Also that it was set up for Pierce County residents & two guests. If the range were opened up for one association it would be open for all other associations. Discussion on scope of use by Mr. Schlichting. Motion by J. Holst/J. Kosin to table action until next meeting & have Mr. Schlichting present to answer questions & concerns. Motion carried by voice vote with all in favor.

### **Discuss/Take Action on Range Report**

Sheriff E. Muhlhausen distributed reports submitted by range officer last year. He also gave a verbal summary of the reports & their content. He indicated that there were 378 shooters last year, not including law enforcement personnel. Total gross revenue was \$1633.50, adding that some of that amount included donations to the range. With regard to reported incidents he noted that some dumping of garbage had taken place during the year. And that the range officer had reported that some target practicing had been going on at a near by property on Oct. 28<sup>th</sup> & 30<sup>th</sup> of last year. Motion by J. Kosin/J. Holst to approve 2004 range report. Motion carried by voice vote with all in favor.

## Discuss/Take Action on Staffing of Range

Sheriff E. Muhlhausen indicated that former range officer Bill Newhart has retired & will not be range officer for the upcoming year. He indicated that he would begin the search to find a qualified candidate for the position. No action taken at this time.

## Discuss/Take Action on Hours of Operation

G. Eaton stated that the range hasn't met the requirements of the Conditional Use Permit (CUP) so nobody would be able to use it. Berm height on East side & well water testing among the conditions that needed to be met. Discussion on requirements with regard to CUP. Zoning Administrator Jim Kleinhans & Land Management Administrator Andy Pichotta was asked to join the meeting to explain the conditions & requirements of the CUP for the range. D. Nellessen asked what sort of material could be used to constitute a berm to meet the conditions of the CUP. Railroad ties, truck tires & sand bags among options discussed. Discussion on when CUP was done & site visits to the range. More discussion on material to be used to repair east berm. J. Kosin suggested not using used railroad ties as they could contain metal. J. Kleinhans suggested not using tires. A. Pichotta indicated that the condition on the CUP states that the berm shall be repaired to ensure a six-foot minimum berm height. Adding that the use of the word repair kind of insinuates that this would be accomplished with the same materials as are already there, that being earth. Motion by J. Kosin/G. Eaton to repair the berm to meet the six-foot minimum height requirement. Sheriff E. Muhlhausen expressed concerns that it was not known what specifically needed to be done & at what locations on the berm in question. Also that the Highway Dept. had not been contacted to confirm that they could perform the project. J. Kleinhans stated that he would visit the site this week & take grade shots & mark the berm where it needs to be repaired. Motion by J. Holst/J. Kosin to amend the motion to include having the berm marked where it needs to be repaired & contacting the Highway Dept. to schedule the project to be done as soon as possible. Motion on the amendment carried by voice vote with all in favor. Motion to repair berm as amended carried by voice vote with all in favor.

Discussion on whether past & proposed hours meets the needs of the community. Sheriff E. Muhlhausen suggested opening the range earlier in the season due to requests he had received. G. Eaton stated that the committee looked at the usage in June the past two years & there was very little & not worth keeping it open. That is why they chose to keep it where it currently is. J. Holst felt that if the range was made available & residents were given adequate notice that it would be used more. S. Thayer stated that the range is already losing money because of the lack of shooters. If the hours were extended it would just create a larger loss. He felt residents were already well informed of the hours of operation & the usage hasn't increased. J. Kosin stated that everything the County does isn't set up to make money. It is to provide a service for the people that live in Pierce County. S. Thayer indicated that he had a statement from J. Murphy who had to leave earlier. Mr. Murphy's comment was that the conditions of the CUP have not been met in the past. He felt that if the conditions are not met 100% that the CUP should be rejected & pulled. Also that he would like to see the hours of operation stay the way

they have been. Motion by G. Eaton/J. Kosin to approve hours of operation as proposed & attached to minutes as Attachment A. Motion carried with four in favor & one (J. Holst) opposed.

### Discuss/Take Action on Satellite Facility Bids

Chair D. Nellessen opened the three bids received. They were as follows:

Johnson Sanitation	\$85.00/month
Marko Septic Inc.	\$100.00/month
Nelson Septic & Sewer	\$350.00/month

Motion by J. Kosin/T. Buckner to approve bid from Johnson Sanitation for \$85.00/month. Motion carried by voice vote with all in favor.

### Discuss/Take Action on Range Maintenance

Chair D. Nellessen opened the two bids received. They were as follows:

Jim Albarado \$60.00/mowing, to include trimming & possible tree removal.

Rick's Repair & Lawn Care \$39.95/mowing, to include same as above.

Discussion on bid requirements & insurance levels. Sheriff E. Muhlhausen stated that Mr. Albarado has done a very good job in the past & suggested continuing with him, T. Buckner concurred. Motion by T. Buckner to approve bid from Jim Albarado. Motion failed for lack of second. Motion by G. Eaton/J. Holst to approve bid from Rick's Repair & Lawn Care. Motion carried by voice vote with all in favor.

Committee recessed at 11:15 a.m. Reconvened at 11:20 a.m.

### Discuss/Take Action on Neighboring Well Water Testing

D. Nellessen stated that he was not qualified to do the testing. J. Kleinhans recommended that he contact Michelle Moen with the Public Health Dept. who does water testing for the County to perform the required tests. D. Nellessen stated he would contact her after the meeting. He asked J. Kleinhans if they were going to allow them to use the shooting range this year. J. Kleinhans indicated that as long the conditions were met prior to its opening the range could be used.

### Other Business

Discussion on extending the hours of operation for 2006. J. Kosin asked to have item added to next meeting's agenda.

## Future Agenda Items

Discuss/take action on request for range usage by private entity.

Discuss/take action on water tests done at various wells surrounding range.

Discuss/take action on proper notification to surrounding neighbors for Sheriff's Dept.

Discuss/take action on extending the hours of operation for 2006.

## Set next meeting date

Meeting set for July 13, 2005, 10:30 a.m., county boardroom on the same day as Building Committee meeting.

## Adjourn

Motion by J. Kosin/G. Eaton to adjourn at 11:48 a.m. Motion carried by voice vote with all in favor.

Respectfully Submitted By: Jamie R. Feuerhelm, Pierce Count Clerk

## **SHOOTING RANGE COMMITTEE MINUTES**

**Wednesday – July 13, 2005 - 10:30 a.m.**

**Pierce County Board Room**

### Call to Order

Meeting called to order at 10:30 a.m. by Chair Don Nellessen.

### Roll Call

Members present: Tom Buckner, Greg Eaton, Jeff Holst, Jerry Kosin, & Don Nellessen. Others present: Sheriff Everett Muhlhausen, Chief Deputy Neil Gulbranson, Kris Eaton, & Clerk J. Feuerhelm.

### Minutes of Last Meeting

Motion by J. Kosin/T. Buckner to approve minutes of 05-11-05. Motion carried by voice vote with all in favor.

### Discuss/Take Action on Training Usage Request

J. Holst stated that if the usage fits within range hours & rules the individual making the request should be allowed to use it. G. Eaton stated that according to county code besides residents of the public & their guests only the Sheriff's Dept. is allowed to use the range. J. Holst replied that this individual is a resident & should be allowed to use it within the given perimeters. Adding that formal action would not be required for this situation. No further action taken.

### Discuss/Take Action on Well Water Test Results

Clerk J. Feuerhelm distributed confidential reports on individual well water testing for resident wells in the area. Pierce County Public Health Dept did testing with five wells being tested. G. Eaton felt there was cause for concern with at least one of the wells that lead contamination may be migrating from the range. He felt the soil tests done previously showed significant levels of lead according to EPA standards. D. Nellessen stated that according to the soil tests done on the range previously by State labs, the level of lead was considerable lower than benchmarks set for levels of contamination. J. Kosin suggested that if the owner of the well with the highest test level was concerned that it might be migrating from the range, that he have his well tested again next year to see if that level increases. J. Holst felt that the committee met the conditions of the Conditional Use Permit (CUP) with regard to

water & soil testing. Motion by J. Holst/ J. Kosin to accept well water tests results. G. Eaton reiterated his concern that the ground water at the range was not tested. He also felt the issue would come up again because he believes that if there is contamination & it migrates, it does so through ground water or moisture, not soil. Adding that he agreed that he felt the conditions of the CUP in this regard were met. Motion carried by voice vote with all in favor.

#### Discuss/Take Action on Proper Notification for Sheriff's Dept.

G. Eaton stated that the notice surrounding landowners receive when the Sheriff's Dept. is going to use the range was too vague. Explaining that it refers to times when they may or may not be there. Sheriff E. Muhlhausen stated that there are situations when an officer returns from extended sick leave or is new to the force & has to qualify within a short period of time, a 30-day notice is not possible. J. Holst felt the notice met the CUP requirements. G. Eaton expressed concerns that he received from other residents about being given proper notice of the Sheriff's Dept. actually being at the range & suggested a compromise of once a month or one day a week. J. Holst felt that would be limiting the Sheriff's Dept. use of county property. Also that the CUP permits them to use it four days a month. J. Kosin asked how many months are involved. Sheriff Muhlhausen replied November to May.

N. Gulbranson explained that one of the reasons the current notice has worked well is because if there is a range officer working on a particular day & there is another officer that needs training, that training can take place when they are both already on duty & getting paid, as opposed to having to set a day where one or both are off duty & have to pay overtime to accomplish the required training.

G. Eaton reiterated concerns he & other residents have had & asked if there was a point of compromise. J. Holst stated that he thought the point of compromise was the four days stipulated in the CUP. Motion by J. Holst/J. Kosin to approve the format currently used by the Sheriff's Dept. for notification to the public when usage will occur. Motion carried by voice vote with 4 in favor (T. Buckner, J. Holst, J. Kosin, D. Nellessen) & 1 opposed (G. Eaton).

#### Discuss/Take Action on Extending Hours of Operation for 2006

G. Eaton stated that he received usage reports for the past few years. He added that previous committees prior to this one decided that it wasn't in the best interest of the public or the county to have the range open in June or earlier, because of limited usage. J. Holst stated that he received comments from residents who indicated they felt the range was under used & should be made more available to the public. Motion by G. Eaton/J. Holst to keep the hours the same for 2006. Discussion on whether additional hours would be feasible & if usage would increase. J. Holst & J. Kosin felt that usage couldn't be readily determined unless the range was made available. J. Holst withdrew his second on the motion. Chair D. Nellessen called for another second, none made, motion defeated. Direction given to add subject to an agenda next Spring.

#### Other Business

Discussion on range officer & requirements for position. Also new federal laws that may affect usage of the range.

Future Agenda Items:

Discuss/take action on 2006 budget

Discuss/take action on range officer requirements.

Discuss/take action on extending the hours of operation for 2006 (add to Spring agenda)

Set next meeting date

Meeting set for August 17, 2005, 5:00 p.m., county boardroom.

Adjourn

Motion by J. Kosin/G. Eaton to adjourn at 11:53 a.m. Motion carried by voice vote with all in favor.

Respectfully Submitted By: Jamie R. Feuerhelm, Pierce Count Clerk

DRAFT

DRAFT

DRAFT

## SHOOTING RANGE COMMITTEE MINUTES

Wednesday – August 17, 2005 – 5:00 p.m.

Pierce County Board Room

### **Call to Order**

Meeting called to order at 5:05 p.m. by Chair Don Nellessen.

### **Roll Call**

Members present: Tom Buckner, Greg Eaton, Jeff Holst, Jerry Kosin, & Don Nellessen. Others present: Sgt. Tom Gunderson Sheriff's Dept., Bob Schlichting, Steve Thayer, John Murphy, & Clerk J. Feuerhelm.

### **Minutes of Last Meeting**

Motion by J. Holst/J. Kosin to approve minutes of 07-13-05. Motion carried by voice vote with all in favor.

### **Public Comment**

S. Thayer from Town of Ellsworth asked where the approval & funds came from to pay for the work that was recently done on the range. D. Nellessen explained that the Shooting Range Committee approved the work to be done to meet the requirements of the Conditional Use Permit (CUP). The funds to pay for the work will come from the Shooting Range budget. S. Thayer stated that he didn't feel that the well water & soil testing that was done was an accurate account of the contamination on the range. He added that he didn't think that it met the requirements of Land Management & that the Shooting Range Committee should seek formal approval from the Land Management Committee with regard to the requirements of the CUP being met. D. Nellessen stated that the testing that was required by the CUP was done. S. Thayer stated that he felt the testing that was done of the wells of surrounding land owners was not an accurate account of the actual contamination of the ground water at the range site itself. J. Holst stated that the conditions of the CUP have been met & the Land Management Dept. will

verify that those requirements have been satisfied. S. Thayer asked that the Land Management Committee review this & give their approval on it. J. Holst stated the committee could forward it. S. Thayer gave another comment with regard to the Sheriff's Dept. donating money to the range for years & that, according to local papers, the department is running in the red. He added that if that's a problem he would like to see the matter brought to the Finance Committee to see who is approving this disbursement of money to take it from the Sheriff's Dept. to the range & competing with private enterprise.

J. Murphy from Town of Ellsworth commented that it had been decided some time ago that the range should be operated at a certain level & he felt that everyone agreed that was a good level. He questioned that allowing the range to be used for training may set a precedent to allow anyone to use county property for other types of training &/or lessons, giving the fairgrounds as an example. J. Holst & J. Kosin replied that those facilities could be rented for that purpose already.

### **Discuss/Take Action on Training Usage Request**

B. Schlichting distributed a brochure to those present & gave an extensive review of his credentials & the types of classes & training he would be conducting. He emphasized that the courses he conducts are not marksmanship courses & that the amount of live firing within each course is minimal. G. Eaton stated that the committee would like to see him use the current open hours of the range as it is not being used a lot. B. Schlichting agreed & added that he was not seeking additional or special hours to use the range. G. Eaton asked if the size of the classes was limited. B. Schlichting replied that he prefers to limit class size to 10 – 15 depending on the skill & maturity level of the individual class members. J. Kosin asked if insurance would be necessary. B. Schlichting replied that he would have insurance. D. Nellessen asked what direction Mr. Schlichting was looking for from the committee. B. Schlichting stated that he was looking for approval to use the range & to offer his assistance in training a range safety officer. J. Holst replied that as long as the use fell within the perimeters of the range rules the committee could not deny him usage because he is a Pierce County resident. No further action taken.

### **Discuss/Take Action on Range Attendant**

D. Nellessen asked Sgt. T. Gunderson if the Sheriff's Dept. found anyone to work as range officer. T. Gunderson replied that to his knowledge they have not. D. Nellessen indicated that he reviewed the CUP & the county code & found that it does not state the range attendant has to be a licensed police officer. G. Eaton stated that the individual should have the training & certification that Mr. Schlichting offers at a minimum. B. Schlichting stated that he could offer that training to an individual interested in being a range officer. J. Murphy suggested recruiting someone from the college. J. Holst suggested hiring an individual & make it a requirement that they go through range/firearm training. Motion by G. Eaton/T. Buckner to advertise for range officer. Training to become certified is mandatory & will be provided. Motion carried by voice vote with all in favor.

### **Discuss/Take Action on Highway Dept. Invoices**

Committee reviewed invoices presented for work done on the range to meet the CUP requirement to raise East berm to a minimum 6 foot height. Motion by J. Kosin/J. Holst to approve payment of invoices. Motion carried by voice vote with all in favor.

### **Discuss/Take Action on 2006 Budget**

Committee discussed budget process & procedures. G. Eaton asked if departments are held accountable for budget overages. J. Holst explained the process for handling this type of situation. Discussion on amount proposed for salaries. D. Nellessen stated that the \$3200 proposed would probably not be enough especially if the committee extended the hours next spring. J. Holst concurred. J. Kosin suggested raising it to \$3700. Committee discussed possibility of extended hours. Motion by J. Holst/J. Kosin to approve 2006 budget with changing line item 115 for salaries to \$3700 along with necessary changes as it relates to social security taxes, retirement, & Medicare. Motion cared by voice vote with all in favor.

### **Future Agenda Items**

Discuss/take action on extending hours of operation.

### **Set next meeting date**

To be announced later as needed.

### **Adjourn**

Motion by J. Kosin/G. Eaton to adjourn at 6:30 p.m. Motion carried by voice vote with all in favor.

Respectfully Submitted By:

Jamie R. Feuerhelm, Pierce Count Clerk