

**TOURIST ROOMING HOUSE OPERATIONS TASK FORCE  
DECEMBER 13, 2021  
COMMITTEE ROOM #2 – 2<sup>ND</sup> FLOOR  
ONEIDA COUNTY COURTHOUSE  
RHINELANDER, WI 54501**

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Members present: Bob Thome, Scott Holewinski, Russ Fisher, Karl Jennrich

Members absent: Linda Conlon

Department staff present: Deanna Tushoski, Planning and Zoning Administrative Support

Other county staff present: Marta McMillion, Health Department (via zoom)

Guests present: See sign in sheet.

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**Call to order and Chairperson’s announcements.**

Chair Thome called the meeting to order at 12:02 p.m. in accordance with the Wisconsin Open Meeting Law.

**Approve agenda for today’s meeting (order of agenda items at Chairperson’s discretion).**  
Motion by Scott Holewinski, second by Russ Fisher to approve the agenda. With all members present voting “aye”, the motion carried.

**Public comment/communication** None

**Review Oneida County Board Resolution #120-2021 Directives** Informational only, no action taken (copy of resolution in minute’s binder).

**Date/time/location of the December (1), January (2) and February (1) Meetings - as related to the monthly reporting requirements to the Planning & Development Committee, the Administration Committee and the February County Board Meeting**

December 30<sup>th</sup> at 10:00 a.m.

January 13<sup>th</sup> at 1:00 p.m.

January 27<sup>th</sup> at 10:00 a.m.

February 10<sup>th</sup> at 1:00 p.m.

**TRHO Overview (Thome) - Discussion only** Chair Thome went over the “Agenda Item #6” page in the packet (copy in minute’s binder).

**Planning & Zoning Department – Administrative Review Permit process, manpower/job requirements, metrics, Town’s involvement (Jennrich/Holewinski)– Discussion only** Mr. Jennrich gave a brief summary of the administrative review permit (ARP) process. Once an ARP application is received it is reviewed by department staff and then forwarded onto the Town for their

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review. The town's typically put the item on their agenda to review at their monthly meeting so it can take a few weeks to receive their input. Each ARP takes approximately 2.5 hours department staff time to review/issue, but can take significantly longer if information is missing or inaccurate.

### **Public Health Department – DATCAP Inspection & Licensing process, manpower/job requirements, metrics, Town's involvement (Conlon) - Discussion only**

Did not discuss.

### **Current Granicus Third-Party Provider Status – cost and timeline (Jennrich/Holewinski) - Discussion only** The Planning and Zoning Department currently has a one year contract with Granicus for their address identification module, cost of contract: \$14,987.38.

#### **Additional Third-Party Provider Options:**

**>Granicus additional modules – description & cost (Granicus) - Discussion only** Betsy Sachs of Granicus gave a summary of other modules that Granicus offers. Other modules include: a letter sending module (to owner of property), application assistance module, a complaint module (that includes 24/7 monitored phone line), a tax collection module.

**>AirDNA program – description & cost (AirDNA) - Discussion only** Jaime of AirDNA gave a presentation to the committee. AirDNA only collects data from Airbnb and VRBO, that data is then compiled to show trends. AirDNA offer reports and overviews to show when/why/how people are visiting the area. Many of their customers use the information for marketing purposes.

### **Compliance Enforcement in the initial permitting/licensing/sales tax registration/insurance process, post initial compliance process, and penalties for violations– Discussion/Action**

Did not discuss.

### **Funding Availability – Discussion only**

Did not discuss.

### **WI Department of Revenue involvement – Discussion only**

Did not discuss.

### **Permitting/Licensing Goals and Timeline – Discussion/Action**

Did not discuss.

### **Commercially operated TRHO's in Non-Compliance with Zoning District Regulations (Jennrich/Holewinski) – Discussion only**

Did not discuss.

### **Future agenda topics –** As discussed.

### **Public comment/communications**

Brian Slizewski spoke.

Joel Knutson spoke.

### **Dates and items for future agenda/meetings** As discussed.

**Adjourn.**

1:01 p.m. There being no further matters to lawfully come before the committee, Chair Thome adjourned the meeting.

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Chair, Bob Thome

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Planning & Zoning Director, Karl Jennrich

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