

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

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.

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 30th at 10:00 a.m.

January 13th at 1:00 p.m.

January 27th at 10:00 a.m.

February 10th 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.

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Adjourn.

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

Chair, Bob Thome

Planning & Zoning Director, Karl Jennrich