

Village of Fall Creek
Minutes of Plan Commission Meeting
October 23, 2018

1. **Call to Order:** 6:15 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Pledge to Flag**
3. **Roll Call:** Members Present: Chairman Chester Goodman, Helen Hartmann, Curt Strasburg, Curt Van Auken, Tom Williamson, Dane Zook. Members Absent: None. Staff Present: Deputy Clerk Joan Drehmel. Also Present: Laura Steele and 1 citizen.
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted in the three public places, newspapers were notified as well as property owners within 300 feet of the property.
5. **Adopt Agenda:**
 - MOTION (Williamson/Strasburg) to adopt the agenda as printed. PASSED, without negative vote.
6. **Public Hearing Regarding Laura Steele Petition for a Conditional Use Permit @ 133 S State St to Allow a Daycare for Developmentally Disabled Adults During Weekday Hours:** Chairman Chester Goodman opened the public hearing at 6:16 p.m. Laura Steele explained her background is in group homes and adult day care facilities. There is a real need in Eau Claire county for facilities such as this as the ones that do exist have a long waiting list. Parents and guardians can feel good about leaving their loved one at a safe place while they attend doctor appointments, etc. She is seeking certification from the Department of Health Services which regulates all adult daycare centers, in how they are constructed, maintained, staffed and operated. The facility, which also includes 129 S State Street, has approximately 1,500 square feet which would allow for 12 adults. Renovations to the space will include handicap accessible restrooms, a kitchen, a rest area (with an open doorway), as well as a secure check-in counter from which clients will check in and out. When all have checked in for the day, the front door will be locked. There is an emergency exit, and fire extinguishers will be placed in each room. She plans to contract with Meals on Wheels for lunches; beverages and snacks will be available on site. She might rent a range for the kitchen but will need to obtain permission from the property owner and DHS. The hours of operation would be 7:30 a.m. to 5:30 p.m. on weekdays only. Enrollment will require a background check, and there will be 1 staff member for every 4 moderately disabled clients, whereas DHS requirements are 1 staff member for every 8 persons. After 2-3 months of operation the plan is to hire 2-3 more staff members. Local field trips and other activities will be scheduled for the participants. She would like to open in December or January if all requirements can be met.

Marsha Pilgrim, owner of Fall Creek Dental, remarked that unattended residents from the other adult care centers have come into the dentist office (which is located across from the proposed site) and when asked to leave, have acted aggressively.

Chairman Goodman mentioned that the police have been called to 124 N Liberty Street for disturbances that staff have not been able to handle.

Chairman Goodman closed the public hearing at 6:36 p.m.
7. **Consider Petition for Conditional Use Permit:** Chairman Goodman asked Steele to contact the DHS as he was of the understanding that the entrance could not be locked. He reminded the Plan Commission that this location is in the Downtown Business District. Is this the best

location for an adult daycare facility? Does the Plan Commission want to add some “conditions” to the conditional use permit? Dane Zook asked for more time to decide what these “conditions” might look like.

- MOTION (Zook/Hartmann) to table the item so that more information and wording of possible conditions can be obtained. PASSED, with one negative vote (Van Auken). Chairman Goodman told Steele that a Plan Commission meeting would be scheduled in November to act on her petition.

8. Adjourn

- MOTION (Zook/Williamson) @ 6:40 p.m. PASSED, without negative vote.

Joan Drehmel, Deputy Clerk