

Parks Committee Minutes
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 203
Jefferson, WI 53549

Date: Monday, September 11, 2017

Time: 9:30 a.m.

Committee members: Foelker, Matt
Kelly, Mike
Nass, Steve

Payne, Laura
Tietz, Augie

1. Call to order

Tietz called the meeting to order at 9:35 am.

2. Roll call (establish a quorum)

Present: Foelker, Kelly, Nass, Payne, Tietz

Absent: None

Others Present: J. Nehmer, K. Wiesmann, K. Hutter, Frankie Fuller and Yelena Zarwell

3. Certification of compliance with the Open Meetings Law

Staff confirmed that the meeting was posted according to open meetings law.

4. Approval of the agenda

Agenda approved.

5. Approval of Park Committee minutes for July 10, 2017

Kelly/Foelker motioned to approve the Park Committee minutes. 5/0

6. Communications

Benches have been put in at Potter's Field along with some landscaping. Nehmer reviewed the information in the packet. No action taken.

7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
None

8. Discussion on Pohlmann Park Silo

Photos of the silo were provided for review. Nehmer discussed the history of the Pohlmann Park silo issue. Zarwell explained that the next step will be to have an engineer certify that the silo is structurally safe. This will be discussed at the next meeting. No action taken.

9. Discussion on Flood Mitigation Property Management Plan

Nehmer attended a public official's conference. There will be a general invite to the public for the next meeting. They are working through the process of developing a management plan for the properties that are currently owned. After a plan is in place it will be shared with other counties across the country. No action taken.

10. Discussion on Qualifications of Engineering Firms for Future Park Department Projects

These engineering firms would be used to help design bike trails, boat ramp, parking lots etc. This was sent to 20 firms and we received 14 responses. Three firms were interviewed and the recommendation is to go with R.A. Smith. They will provide a copy of the contract that they currently have with Kenosha County for review. This will eliminate the need to issue an RFP for every project and will save time. No action taken.

11. Discussion and Possible Action on the Interurban Trail Project.

Westbrook Associated Engineering has completed the first two tasks which included Structural Condition Assessment of Existing Substructure Units and Structural Testing and Load Assessment of Existing concrete River Caissons. The next steps are WI DNR and US Army Corp of Engineers permitting and Final bridge design and specifications. An RFP will be issued for bridge construction. No action taken.

- 12. Discussion and Possible Action on Garman Nature Preserve Sign Plan and Sign Implementation Plan**
Information on the signage plan was provided for review. \$1,700 was received from the Community Foundation for the Fox Valley Region to design a signage plan for the nature preserve. A resolution will likely be going to the County Board in October to complete the implementation. \$44,000 is available for implementation. No action taken.

Payne/Foelker motioned to approve the suggested signage implementation plan and forward to the County Board for their approval. 5/0
- 13. Discussion on Glacial Heritage Area (GHA) – Friends of GHA**
No action taken.
- 14. Review of Financial Statements (June 2017 and July 2017) and Department Update–Parks Department**
Financial reports were provided for review. Nehmer reviewed the information. No action taken.
- 15. Discussion and Possible Action on 2018 Parks Department Budget**
A list of requested 2018 Budget items was provided for review. Nehmer reviewed the list. No action taken.
- 16. Discussion on the 2017 Dog Dayz of Summer Event**
Hutter said that there were approximately 79 dogs that participated in this event and \$388 in donations. No action taken.
- 17. Discussion on Brew with a View 2017**
An email with feedback on Brew with a View was provided for review. The proceeds for the 2018 Brew With a Views will be put toward the road project.
- 18. Adjourn** – 10:58 a.m.
Payne/Foelker 5/0