

Parks Committee Minutes
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

Date: Monday, February 5, 2018

Time: 9:30 a.m.

1. **Call to order**
Tietz called the meeting to order at 9:32am
2. **Roll call (establish a quorum)**
Present: Tietz, Foelker, Nass (@ 9:35am), Kelly, Payne (@ 9:35 am)
Absent: None
Others Present: Nehmer, Nimm, Hutter, Wiesmann, Wehmeier, Ward
3. **Certification of compliance with the Open Meetings Law**
Meeting was noticed and posted according to law.
4. **Approval of the agenda**
Approved as written.
5. **Approval of Park Committee Minutes for December 4, 2017**
Tietz/Foelker motion to approve. 3/0
6. **Communications**
Nehmer – highlighted note from customer of the Jefferson County Dog Park.
Nehmer – read an email from a resident on Lamp Road, thanking the department for maintenance of Altpeter Park.
7. **Public Comment** (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
No Public Comment
8. **Discussion and Possible Action on Wisconsin Department of Transportation TAP Grant**
Nehmer – the department submitted a WisDOT TAP grant for segment 2 of the Interurban Trail per the guidance of Tietz and Ward. This is the third attempt to apply for the WisDOT TAP grant. With TAP, the county is responsible for 20% of the construction costs as well as the design costs. The county does not have to have the approximate \$490,000 at this time, but will have to provide the funding and show proof of the funding if awarded. A resolution must be submitted by 4/20/2018 to the WisDOT.
Tietz – questioned when the funds need to be available.
Nehmer – stated the funds would need to be available if awarded. The department could most likely reapply for the current foundation and state grants using those potentially awarded funds as grant matching funds.
Wehmeier – we will have to review the language about when funds must be available. Possibly take the resolution to the Board in March.
Nehmer – WeEnergies License Agreement will have to be reworked according to the WisDOT process prior to grant award.
Tietz – presented a \$1,000 check from the Watertown Challenge for the trail.
Kelly – bring back next month
Nass – continue to pursue
Nehmer – if going to pursue, no monies can be spent on Phase II prior to WisDOT notification. NO design work, or work of any kind can begin before 2020. The grant adds local cost and time to the project.
9. **Discussion and Possible Action on 2018-2019 Outdoor Recreation Aids Grant**
Nehmer – Annual grant for Snowmobile Recreation Aids. The mileage increased about eight miles for 2018-2019.
Nass/Foelker motion to approve. Motion passes 5/0.

10. **Discussion and Possible Action on Former County Highway Site**
Agenda item not discussed.
11. **Discussion and Possible Action on Garman Nature Preserve Vegetation Management Plan and Garman Nature Preserve Sign Plan**
Nehmer – the committee has expressed favorable opinions of the sign plan, we now have the vegetative management plan. There has been a small edit to the plan regarding the saving of the large trees. Edit on page 10 (of packet) @ second paragraph from bottom of the page.
Wiesmann – neighborhood perception was that we were going to restore the property to a prairie.
Nehmer – noted the Fox Valley Foundation does not require the plans to go to County Board, they do however want Parks Committee approval.
Nass/Foelker motion to approve. Motion passes 5/0.
12. **Discussion and Possible Action on New Position Request**
Wiesmann – the process has been through the Human Resources Committee. There is a vacancy in field staff as the individual in this position has returned to the Highway Department. The vacancy was a grade 5 and is being changed to a grade 4. We are also changing a 9-month grade 4 to a 12 month grade 4. Budgetary savings.
Nass/Kelly motion to approve. 5/0
13. **Discussion and Possible Action on Requests for Reserving Park Open Spaces**
Nimm – there are increasing requests to exclusively rent/use spaces in the parks that are not park shelters. The ordinance does not address how to rent “spaces”.
Nass – supports exclusive use rental for open spaces, and time blocks for rentals versus all day rentals.
14. **Discussion on County Conservation Aids Award Notification – Carlin Weld Park**
Nehmer – the county was awarded a County Conservation Aids grant of \$1,750 for prairie improvement at Carlin Weld
Nass/Foelker motion to accept the award. 5/0
15. **Discussion on Interurban Recreation Trail**
Tietz – presented a \$1,000 check from the Watertown Challenge. Tietz also suggested that the department apply for another grant from the Watertown Health Foundation as the new cycle is open.
Nehmer – bridge permits (ten) have been submitted to the Wisconsin DNR and reviewers are working through process.
Kelly – what was the decided vehicle load?
Nehmer – 22,000 pounds per requirements
Wiesmann – will any of the bridge requirements change (on the next bridge) with TAP funding?
16. **Discussion on Historic Sites Preservation Council**
Nass – next meeting is a planning session hosted by Steve Grabow on Wednesday, February 7 @ 9am @ UW-Extension in Room 8. The goal of the meeting is to set up a work plan/timeline/priorities/council naming.
17. **Discussion on Glacial Heritage Area (GHA) –Friends of GHA**
Fuller email – planning a meeting this Friday, will report in March.
Wehmeier – Aquino meeting discuss opportunities and re-engagement of DNR in GHA. DNR has contacted Jefferson County since the meeting regarding GHA.
18. **Discussion on 2018 Parks Department Budget**
Nehmer – Cap Items for 2018– Interurban Trail development, fence replacement @ dog park, mowing, \$75,000 for engineering, Korth Lane re-do, Garman Nature Preserve vegetation and sign plan, Indian Mounds Park signs, Glacial River Trail \$15,000 repair.
Kelly – Korth Lane timeline, will the project be brought back to the Parks Committee, will there be additional parking?
Wehmeier – silo, highway bucket truck will be used to inspect top crown of the silo. Potential to restore with new silo cover.

19. **Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion on the proposed use of the former-Jefferson County Highway Shop site and possible acquisition of additional land adjoining county owned land**

Nass/Payne motion to convene in closed session at 10:33am. 5/0

Present: Tietz, Foelker, Nass, Kelly, Payne

Others Present: Nehmer, Nimm, Hutter, Wiesmann, Wehmeier

20. **Reconvene in open session for discussion and possible action on closed session items**

Nass/Foelker motion to reconvene in open session at 11am. 5/0

Nass/Foelker authorization to continue efforts for the development of a joint city county park at 5/0

21. **Adjourn**

Kelly/Nass motion to adjourn at 11:02am. 5/0

Next scheduled meetings: March 5, 2018
 April 2, 2018
 May 7, 2018
 June 4, 2018

Respectfully Submitted,

Mary S. Nimm, Program Assistant