

Parks Committee Meeting Minutes

Date: Monday, April 5, 2021

Time: 9:00 a.m.

Jefferson County Courthouse, Room 205 and virtual via

<https://zoom.us/j/99587095043?pwd=VW96SVhDVUxLdm9DV0VXQ3UvckpPdZ09>

1. **Call to order**

Johns called the meeting to order at 9:02 am.

2. **Roll call (establish a quorum)**

Present: Christensen, Johns, Smith, David (remote), Kelly (remote)

Absent:

Staff Present: Kevin Wiesmann Parks Interim Director, Mary Truman Parks Program Assistant, Rolland Klement Parks Lead, Benjamin Wehmeier County Administrator, Blair Ward Corporation Counsel, Brian Udovich Highway, Donna Haugom Emergency Management, Whitney DeVoe Corporation Counsel

Other's Present: Frankie Fuller GHA (remote), Nicole Bowman – Item #8, Ben Bowman – Item #8, Michelle Hartung – Item #8, Larry Hartung – Item #8, Brian Clever – Item #8

3. **Certification of compliance with the Open Meetings Law**

Wehmeier confirmed compliance.

4. **Approval of the agenda**

Smith/Christensen motion to approve the agenda as written. Motion approved 5/0.

5. **Approval of Park Committee Minutes for March 1, 2021**

Christensen/Smith motion to approve the minutes of March 1, 2021

6. **Communications**

Wiesmann – noted that the first parks quarterly newsletters was distributed in the employee newsletter, and that staff had been given High 5's by the Sheriff's Office in the employee newsletter.

7. **Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)**

Michelle Hartung – N2094, interested in leasing the property between their home and the VFW and the N2080, N2090. Wrote letter in 2019 inquiring about the property.

Larry Hartung – thanked Wiesmann for open communication. Intention is to keep lot as is as natural wildlife.

Ben Bowman – bar manager at VFW, member and club officer, gravel/blacktop would detract from the value of the property.

8. **Discussion and possible action on establishing terms for the lease of County owned flood mitigation property**

Ward – on agenda at his request. Property purchased using federal funds. County is limited to what the lots can be used for. There has been discussion about leasing the properties. Most recent email from Haugom regarding the VFW. Looking for comment/concerns related to leasing said properties. Draft lease has been created, looking for guidance on rate/terms/etc.

Wehmeier – competing interest(s) in land use(s) for some of the Flood Mitigation Properties.

Christensen – least impactful use shall be priority.

Wiesmann – planning document with guidance would provide a process for authorizing leases.

Wehmeier – money has been set aside for the planning process.

Smith – current maintenance on the property (listed above)?

Hartung – maintain the lots between the VFW and their home. Ask to continue to be informed of the planning process.

Hartung – have no problems maintaining lots – mow, trash, trees limbs, etc.

Christensen/Johns motion for staff and Emergency Management to work with Ward to draft process and lease agreement draft. Motion passes 5/0

Wiesmann – EM should be a participant in the process

9. **Discussion and Possible Action on Distribution of Natural Resources Foundation Annual Funds**
Wiesmann – noted that there are two funds designated for dept through the Natural Resources Foundation – Molinaro Tree Fund (\$544.46). Using funds for purchase of tree tubes and stakes, and Endowment Fund, approximately \$940 year, recommend placing this year’s funds into the Interurban project account.
10. **Discussion and Possible Action on Change status of Interurban Stewardship Grant**
Wiesmann – likely seeking to reduce the grant amount from \$655 to \$249,999, award stuck in the Joint Finance Committee and may reduce the request lowering it under the threshold.
Wehmeier – passive review process through Joint Finance, if comments or questions, the project can be placed on hold. Several larger projects have been on hold for more than a year, with no movement. If we reduce award request, we will be awarded the funds versus waiting. Balancing approaches for best possible funding outcome.
Johns/Kelly move forward on plan of reducing request to \$249, 999. Motion passes 5/0.
11. **Discussion Rock River Landing Grand Opening**
Wiesmann – ribbon cutting ceremony scheduled for April 10, 2021 @ noon
12. **Discussion on 2021 Turkey Hunt at Dorothy Carnes Park**
Wiesmann – Carnes North obligation with Stewardship to provide opportunities for the nature based outdoor recreation activities of hunting/trapping/fishing/hiking. The department is offering a three-period hunt for turkey this year.
Christensen – is there a benefit to the park for the hunt? Is there an impact to other users of the park?
Wiesmann – notices are posted throughout the park to notify all park users of “hunt”.
13. **Discussion and Update on Volunteer Projects**
Wiesmann – Jensen Heating and Plumbing with staff volunteers – performed trash clean-up on the Glacial River Trail, also helped in two other parks with clean-up. A listing of volunteer days is included in the packet.
14. **Discussion and Possible Action on the Purchase of a Parcel of Real Property in the Town of Koshkonong**
Wiesmann – could partner if City of Fort Atkinson was interested in creating a park on the said parcel. At this time, the City is not interested in converting it to a park and would like to see it as residential.
15. **Discussion on Glacial Heritage Area (GHA) – Friends of GHA Activity Update**
Fuller – Friends just doing administrative activities at this time.
16. **Discussion on Status of Department Staffing**
Johns – challenges and opportunities with open staffing
Wiesmann – summer seasonal/6-month positions have been filled by retired individuals with skills. ½ time office position open. Seasonal positions are valuable, but hard to fill.
17. **Discussion on 2021 Parks Department Budget**
Wiesmann – budget on track, annual Capital items have been ordered and/or purchased.
18. **Next scheduled meeting:** May 3, 2021
 June 7, 2021
 July 6, 2021
19. **Adjourn**
Christensen/Smith motion to adjourn at 10:00 am. Motion passes 5/0

Respectfully submitted,

Mary S. Truman
Program Assistant, Parks