

Parks Committee Meeting Minutes

Date: Monday, February 7, 2022

Time: 9:00 a.m.

Jefferson County Courthouse, Room 202 and virtual via

<https://zoom.us/j/99587095043?pwd=VW96SVhDVUxLdm9DV0VXQ3UvckpPdz09>

1. **Call to order**

Christensen called the meeting to order at 9:00 a.m.

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

Present: Walt Christensen, Mike Kelly

Absent: Jeff Johns

Present via ZOOM: Jeff Smith, Greg David

Staff Present: Kevin Wiesmann (Parks Director), Mary Truman (Advanced Program Assistant, Parks), JR Klement (Parks Supervisor), Benjamin Wehmeier, Blair Ward, Brian Udovich

Others Present: Joan Callan, Anita Martin, Frankie Fuller

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

Truman confirmed compliance

4. **Approval of the agenda**

Approved as written.

5. **Approval of Park Committee Minutes for December 6, 2021**

Motion by Christensen/Kelly to approve the minutes from December 6, 2021. Motion passed.

6. **Communications**

Wiesmann highlighted a letter from the Jefferson County Citizens Climate Lobby organization and a letter thanking park staff for their attention to detail on the Glacial River Trail maintenance.

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 Outdoor Recreation Aids Grant to Fund Snowmobile Trail Maintenance Program**

Kelly – Questioned ability to raise funds if there is/was no snow.

David/Kelly motion to approve the Outdoor Recreation Aids Grant to Fund Snowmobile Trail Maintenance Program.

Motion passes 4/0.

9. **Discussion and Possible Action on Hwy A (Lake Mills) Land Acquisition**

Wiesmann – Trieloff parcel/ Memorandum of Agreement (MOA) with Groundswell to purchase the property to preserve the shoreline. JC will be an active partner for Maintenance and Development. GS oversight closing/financing/etc. This is the partnership agreement. JC may be recipient of property.

Wehmeier – county board contractual agreements for approval. Stewardship program will fund ½ (50%).

Smith/Kelly – motion to approve the MOA as presented and forward to the County Board at its next meeting.

Motion passes 4/0.

10. **Discussion and Possible Action on Flood Mitigation Property Lease Application draft and Phase I lease properties**

Wiesmann – Management Plan/Lease Policy – provides guidelines on moving process forward for both leasing and/or maintenance of the vacant properties.

Christianson – re: gardening – clarify at-grade or raised beds; temporary camping – provide more guidance

Smith – re: bird/bat houses and mounting of – provide more guidance on mounting structure type

(wood/aluminum/organic materials/etc.)

Wiesmann – Land Owner Letter – will target specific areas, i.e. adjacent to vacant Flood Mitigation Properties

Wiesmann – Lease Application – no comment/discussion.

Wiesmann – worked with Corporation Counsel on application draft. Least impactful use shall prevail.

Ward – maintenance agreement clarification of \$10 fee and/or benefits of maintaining the property and paying the \$10 fee.

Christensen - Staff to provide monthly report to committee and inform County Board of this program by emailing Board members and presenting at a County Board meeting.

Smith/David motion to approve packet for continued processing by staff, authorizing staff to contact adjoining property owners.

Motion passes 4/0.

11. Discussion and Update on the Interurban Trail Project (WiDOT)

Wiesmann – notice of letting for bidding on Phase II, due February 10, 2022, also seeking bids for paving of Phase I. Udovich worked on documents with KL Engineering.

Wiesmann – Building consensus with neighboring communities/counties on the project and final phases.

Wehmeier – timing is in conjunction with 2021 carry-forwards.

No action taken.

12. Discussion on UW-Ex Planning Process

Wiesmann – working with UW-Extension employee Chmielewski will be starting with hosting of two meetings related to and specifically regarding the building of a Friends of Jefferson County Parks group to assist with fundraising and volunteerism.

No action taken.

13. Discussion and Update on Rock River Landing

Wiesmann – jointly managed park property (City/County). City is considering a splashpad installation/development on the property.

Wehmeier – as property owner, MOU/IGA may have to be amended to include.

No action taken.

14. Discussion on Historic Site Commission

Martin - Commission might request more representation from other local historic sites committees as part of the commission make-up.

No action taken.

15. 2021 Budget Report

Wiesmann – status quo moving forward, meeting with Finance this week to finalize carry-forward funds.

No action taken.

16. 2022 Budget

Wiesmann – unforeseen truck engine failure expense.

17. Next Scheduled Meetings:

- February 28, 2022 – quorum will be necessary, bids on Interurban will be presented to committee.
- April 4, 2022
- May 2, 2022

18. Adjourn

Kelly/David motion to adjourn at 9:58 am.

Motion passes 4/0.

Respectfully Submitted,

Mary S. Truman
Advanced Program Assistant