

Parks Committee Meeting Minutes

Date: Monday, February 28, 2022

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 9:00 a.m.

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

Present: Jeff Johns

Absent: Mike Kelly, Walt Christensen

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**

Ward confirmed compliance

4. **Approval of the agenda**

Approved as written.

5. **Approval of Park Committee Minutes for February 7, 2022**

Motion by Smith/David to approve the minutes from February 7, 2022. Motion passed.

6. **Communications**

Included in the packet.

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 Accepting Bid for Interurban Trail Phase I.1 Construction**

Wiesmann – page 6, Wolf low bidder \$189,759, \$64,040, bid (pages 7-8-9-10)

Wehmeier – accepting all bids on one resolution, with each bid listed. The county is prepared to execute the full scope of the project east to HWY F. Three resources: TAP \$1.2m (federal funds), local prop tax levy (\$479,830), joint finance committee (\$655 – stewardship), will accept \$249,999 if necessary.

Udovich – Local Let or DOT Let, Jefferson County elected to use the Local Let process allowing more favorable bids

Johns/Smith accept low bid from Wolf paving. Motion passes 3/0

9. **Discussion and Possible Action on Accepting Bid for Interurban Trail Phase I.3 Construction**

Wiesmann noted that there is a WIDNR Stewardship grant award in the amount of \$27,500 to help off-set the bid at \$64,040

Johns/Smith accept low bid from Wolf Paving. Motion passes 3/0

10. **Discussion and Possible Action on Accepting Bid for Interurban Trail Phase II Construction**

Wiesmann stated that on page 11 of the packet is the full bid tab for phase II @ \$1,627,947.88. Jahnke is the low bidder with Wolf subcontracting for paving.

Johns/Smith accept low bid from Jahnke. Motion passes 3/0

11. **Discussion on UW-Extension Planning Process**

Wiesmann stated that the department is working with UW-Extension to assess interest in creating a Friends of Jefferson County Parks group. The meetings are scheduled on March 8, 2022 and March 22, 2022.

12. **Discussion and possible action on amending a contract for Phase III Feasibility Study for the Interurban project**
Wiesmann – there are opportunities for additional grant funding, leading to planning of Phase III of the project. KL Engineering scope of services has been included in the packet, to help prepare for requesting grants for Phase III.
Wehmeier – carry-over funds will pay for the services. County has received donations from Waukesha Rotary, and Greener Oconomowoc.
Johns/David motion to accept the KL Engineering scope of services and fees as proposed. Motion passes 3/0.
13. **Discussion on a Pet Cemetery as part of Jefferson County Parks**
Johns – consider as a service to the public, and as a means of fundraising. Families will donate funds to have the Cremains placed to rest in a Pet Cemetery as part of the existing Jefferson County Dog Park. Options may include a paved path, rows, and/or monuments.
Smith – support the idea, fees @ \$500-\$700, do not limit to only cremains/ashes.
David – general support of the idea.
No Action Taken.
14. **2021 Budget Report**
Wiesmann – copy of carry-forwards included in the packet
No Action Taken.
15. **2022 Budget**
Wiesmann – short two full-time staff, two new individuals starting today.
Engine failure in one truck under repair.
No Action Taken.
16. **Next Scheduled Meetings:**
- April 4, 2022
 - May 2, 2022
 - June 6, 2022
 - July 4, 2022
17. **Adjourn**
Johns/Smith motion to adjourn at 9:46 a.m. Motion passes 3/0.

Respectfully Submitted,

Mary S. Truman
Advanced Program Assistant