

Jefferson County Parks Committee Minutes

Date: Thursday, January 4, 2024

Time: 9:00 a.m.

Room: Courthouse C1021

Join Zoom Meeting

<https://us06web.zoom.us/j/81764690750?pwd=TG9nUERZcnNRRRVoeHp5eHVZMVV1dz09>

1. **Call to order**

Christensen called the meeting to order at 9:00 am

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

Present: Callan, Christensen, Gulig, Richardson

Absent:

Staff Present: Wiesmann, Truman, Westphal, Klement, Wehmeier, Luckey, Thompson

Others:

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

Wehmeier confirmed compliance.

4. **Approval of the agenda**

Agenda approved as written.

5. **Approval of Parks Committee Minutes for November 2, 2023**

Callan/Richardson motion to approve the November 2, 2023 minutes. Motion passes 4/0.

6. **Communications**

Wiesmann noted no communications.

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

Gulig – questioned if the committee should appoint a vice-chair in the absence of Johns.

8. **Discussion on Memorandum of Understanding (MOU) Between Jefferson County and Groundswell Conservancy, Inc.**

Wiesmann – noted that the committee has previously reviewed a MOU for this property acquisition that has expired. A draft MOU has been updated to include ground contamination conditions and costs to date for soil evaluation, testing, remediation. The MOU, in its final form, will be at the February Parks Committee meeting for approval. After the Committee review/approval in February it moves forward to Finance Committee and then to County Board.

Thompson – stated that the draft MOU is under legal review with Groundswell and current costs are now up to \$79,000+/-.

Gulig – questioned the proposed treatment (s) of the contaminated soil at the site.

Christensen – questioned partnerships and future site ownership.

Callan – questioned the owners' commitment to proceed to sale.

9. **Discussion and Update on Interurban Trail Project**

Wiesmann – design engineering and bid documents for the East Rock River Bridge are/will be ready for publication by end of next week.

10. **Discussion and Update on Jefferson County Parks Memorial Gift Policy and Fee Schedule**

Wiesmann – noted that there has not been a formal process for accepting memorial donations. The intent with this

policy is to set a standard rate, life-term for maintenance of memorial gifts.
Gulig – questioned if park staff monitors tree planting species and locations.

11. Discussion and Update on Oxbow Bend Flood Mitigation Property Violation

Wiesmann – distributed a copy of new signage that will be placed on the County Owned Flood Mitigation Properties. The properties have been surveyed, violations have been identified, private property owners have been verbal about property boundary identification.

12. Admin Staff Update

Truman – finishing up year-end items such as grant close-outs, PO close-outs, and working with the Jefferson County Snowmobile Alliance on paperwork required for trail opening.

Westphal – 12/1/2023 started the sale of 2024 dog tags, 2024 shelter requests in-coming, would like to work on a Shelter Spotlight on social media.

13. Field Staff Update

Klement – noted

- Fencing in Area 2 has been replaced, along with the addition of an access gate on Canine Drive. Privacy slats were also added to the fencing in the SW corner (per owner request).
- Field staff are conducting yearly equipment inspections/repairs.
- Oil furnace heater yearly maintenance.
- County Surveyor surveyed lots on Oxbow Bend to identify property lines as they relate to Flood Mitigation Properties.
- Dog Park Area 4 has been converted to small dog only, from small/medium.

14. Natural Resources and Forestry Update

Klement – noted the staff recently performed a controlled fire of 15 acres at Dorothy Carnes West and stump cut/treat. Staff also burned an additional 10 acres at Dorothy Carnes East, visible from the campsites, and will go back with saws to cut woody invasives. Lastly, a 10-acre woodland will be planted at Garman Nature Preserve on 1/5/2024.

15. Historic Sites: Update

Callan – noted that the Council acted on a few things which have been forwarded to Thompson for review.

Gulig – questioned replacement process for vacant seats.

16. Discussion on Parks November 2023 Budget

Wiesmann – department will be on/under budget for 2023 close-out.

17. Discussion on Agenda Items for the Next Meeting

Historical Sites Ordinance

Vice Chair Election

Interurban Trail East Bridge Proposal Review

Outdoor Recreational Aids Resolution (annual)

Park Hours Ordinance

18. Next Scheduled Meetings per the 2023 Proposed Meeting Schedule

- February 8, 2024 @ 10:00 am
- March 7, 2024
- April 4, 2024

19. Adjourn

Gulig/Richardson motion to adjourn at 9:46 am. Motion passes 4/0.

Respectfully Submitted,

Mary S. Truman

Adv. Program Assistant