

Jefferson County Parks Committee Minutes

Date: Thursday, March 7, 2024

Time: 10:00 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

Remote: Richardson

Absent:

Staff Present: Wiesmann, Truman, Klement, Wiesmann, Luckey, Thompson, Udovich

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 February 8, 2024**

Gulig/Callan motion to approve the February 8, 2024 minutes. Motion passes 4/0.

6. **Communications**

Wiesmann noted that included in the packet is a “good job & thank you” email submitted by Ellie Schemenauer.

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 Contract with KL Engineering for Construction Administration and Oversight of the Jefferson County Interurban Trail Recreation Bridge Over the Rock River, Phase 3.**

Wiesmann noted that the Construction Administration timeframe notified in the contract is longer than the anticipated bridge construction/install timeline. There is thought that the timeframe for these services can be condensed and thus, reduce the costs.

Richardson/Callan motion to enter into contract with KL Engineering for Construction Oversight of the Phase 3 Interurban Bridge over the Rock River. Motion passes 4/0.

9. **Discussion and Update on Flood Mitigation Property Violations**

Wiesmann – the department has not yet prepared the bid docs for Oxbow Bend violations. He also noted that the annual inspections around Lake Koshkonong were completed last week and violation letters forthcoming. The Lagoon Association (Oxbow Bend) will be submitting a proposal to clean-out the lagoon.

Klement – noted that there are up to a dozen violations, across multiple properties, identified.

10. **Discussion and Update on Industrial Drive Extension at Park Shop**

Wiesmann – stated that the County Tree Sale (mid-April – May) and Clean Sweep (April 4-5-6) will be hosted at the Park Shop. The road to the new property development is just north of the shop. Wiesmann has attended several

meetings with the construction crews to ensure there is drivable access in/out of the park shop facility.

11. **Discussion and update on Glacial River Trail Bike Ride September 7th**

Wiesmann – this event will tie into the initiatives of the County Comprehensive Plan, while providing an opportunity to partner with the Jefferson County Health Department on community Health Initiatives. Participants will receive a variety of bicycle safety items. Fundraising and promotion will be starting soon.

12. **Admin Staff Update – Truman**

Truman – noted that she has updated and reformatted the 2024 Park Brochure series for a few of the larger parks in our system. Brochures include new trail maps and rental/camping information (where applicable).

13. **Field Staff Update – Klement**

Klement noted that two staff attended a firefighting class (Corey & Erich) and also noted the crew has been working on the following projects:

- Carnes west invasive removals thinning honeysuckle/buckthorn/sumac
- Kanow removal of dead ash trees
- Carlin Weld elm tree removal behind the restrooms
- Annual Flood Mitigation Property (FMP) investigations
- Dead Oak Tree removal on a FMP
- Glacial River Trail tree removal between Groehler Road and the Allen Creek Bridge, and
- Rock River Park pier install

14. **Natural Resources and Forestry Update – Toro**

Toro not in attendance

15. **Discussion on Parks 2023 Close-Out and January 2024 Budget**

Wiesmann – stated that the January financials not ready for reporting. The department is working on Capital Equipment purchases. The department is also working on Priority Based Budgeting along with assembling its 5-year Capital requests to include the Park Recreation and Open Space Plan update and the Bike-Ped Plan update.

16. **Discussion on Historic Sites Committee Meeting**

Gulig – noted that he will submit the executive summary (for the resolution) in the next few weeks.

17. **Discussion on Agenda Items for the Next Meeting**

- Welcome Travelers Flea Market request
- Licensing – Renewing of annual Raffle license & apply for a Bingo license

18. **Schedule Park Tour meeting for new committee**

To be discussed at the May, 2024 meeting.

19. **Next Scheduled Meetings per the 2024 Proposed Meeting Schedule**

April 4, 2024 May 2, 2024 June 6, 2024

20. **Adjourn**

Gulig/Richardson motion to adjourn @ 9:34 am. Motion passes 4/0.

Respectfully Submitted,

Mary S. Truman

Adv. Program Assistant