

Jefferson County Parks Committee Minutes

Thursday, September 26, 2024

Time: 10:30 a.m.

Room: Courthouse C1021

Join Zoom Meeting <https://us06web.zoom.us/j/81764690750?pwd=TG9nUERZcnNRRVRoeHp5eHVZMVV1dz09>

1. **Call to order**

Christensen called the meeting to order at 10:30 AM.

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

Present: Christensen, Turville-Heitz, Gulig, Richardson (remote 10:32 am)

Absent: Callan

Staff: Wiesmann, Truman, Klement, Wehmeier, Palm (remote), Luckey, Udovich

Others: Steve Sayre, Nathan Gray (Natural Carnivore)

3. **Certification of Open Meetings Law**

Wehmeier confirmed compliance

4. **Approval of the agenda**

Agenda approved as written.

5. **Approval of Parks Committee Minutes for August 22, 2024**

Gulig/Heitz motion to approve the August 22, 2024 minutes. Motion passes 3/0.

6. **Communications**

Friends of Rose Lake Minutes included in the packet.

Wiesmann recapped the Light the Night event and updated on the completion of the Burnt Village Launch project.

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

N/A

8. **Discussion and Possible Action on Request to Allow Private Business Owners to Solicit their Business at the Jefferson County Dog Park**

Wiesmann introduced Nathan Gray as the owner of Natural Carnivore in Johnson Creek and noted that Nathan is making the request to advertise his business at the Dog Park. Wiesmann then recited the Parks Ordinance re: vending/sales.

Nathan – introduced Natural Carnivore as a business that caters to those looking for healthy diet for their pets, i.e. raw foods in the interest of Pet Wellness. He would like to share information to dog park customers about feeding raw foods and noted that the dog park would provide an opportunity to reach potential new clients via an information booth and/or free samples. Natural Carnivore would provide a discount to Jefferson County dog park annual pass holders. Nathan's request is to host an informational booth and to also place a flyer in the kiosk(s).

Heitz – questioned the needed space and asked if the idea would be to create a Vendor application/agreement?

Wiesmann – noted that Special Use Area (area 1) could be rented for an event, and that other sponsorship opportunities are available in the yearly Dog Park Calendar.

Nathan – stated that he would like to host an event this fall when the weather is pleasant.

Heitz/Richardson motion to create a contract including process and policy for vendors/sponsors for the committee to review at its next meeting. Motion passes 4/0.

9. **Discussion and Possible Action on Resolution to enter into a contract for Trail Reconstruction at Garman Nature Preserve**

Wiesmann – noted that a Request for Proposals was published for this project. There are currently steep trails in original park plan and steep trails are prone to erosion. There are also Endowment funds available to rebuild/restructure/realign a 1/4-mile existing trail. The one proposal that was submitted also includes staff training as it is related to trail building.

Gulig/Heitz motion to approve the proposal by Rock Solid. Motion passes 4/0.

10. **Update on Interurban Trail Phase III Project**

Wiesmann – stated that the bridge abatement investigations are underway. There is a 10% contingency (approximately \$50,000) in the budget that will be used to cover extraneous/abutment repair expenses. Trail design is moving forward and is at approximately 90%. Target date for Phase III bid documents is 12/2024.

No action taken.

11. **Update on Flood Mitigation Property**

Wiesmann – Klement has been working with Emergency Management on a recent grant closeout. Also, County Surveyor has been marking property corners via survey points.

Klement – working with Town of Koshkonong and tree removals.

No action taken.

12. **Update on Trieloff Property Acquisition**

Wiesmann – the final remediation plan has been prepared and will be submitted to the WIDNR. Plan outlines capping the contaminated soils. Costs for remediation are fluid and will need Administration/Finance review. Buildings on the property will need demolition, with likely participation and completion by the Parks Department.

No action taken.

13. **Field Staff Updates - Klement**

- County Surveyor has been on the County Park Shop property marking park shop lot locations for the rebuild of the parking areas with the rebuild of the lot as a result of the Kikkoman Park Development.
- Staff has been working on the Burnt Village Launch project – start to finish – and have done a remarkable job with site prep.
- Memorial Bench installation at Lower Rock Lake Park installed.
- HWY department repaired erosion on Korth Lane with a water diversion structure.
- Safety concerns on bike trail at Elm Point/Korth Park. WIDNR and Hwy worked on trail surface to improve safety.

14. **Admin Staff Updates – Truman**

- Has been working on MUNIS Work Order/Asset System programming.
- Westphal has been out on leave. Covering her duties in her absence.
- The dog park calendar is currently printing and should be available for sales starting next week.
- Wrote successful Rec Boating Facilities grant for a new Kanow ADA canoe/kayak boat launch.

15. **Discussion on Parks 2024 Budget**

Wiesmann – talked about MUNIS and how it is being programmed to each facility and its ability to ascertain expenses as they relate to a program/facility/equipment.

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

Vendor agreements

Art in the Park/Memorials

Garman Trail Update

17. Next Scheduled Meetings per the 2024 Proposed Meeting Schedule (4th Thursday, Monthly)

- October 24, 2024
- November 28th, 2024 (Reschedule)
- December 26th, 2024 (Reschedule)
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18. **Adjourn**

Heitz/Richardson motion to adjourn at 11:35 am. Motion passes 3/0.

Respectfully Submitted,

Mary S. Truman

Adv. Program Assistant