

Jefferson County Parks Committee Minutes

Thursday, April 24, 2025

Time: 10:30 a.m.

Room: Courthouse C2063

Microsoft Teams Video Conference link below:

[Join the meeting now](#)

Meeting ID: 216 816 092 968

Passcode: Gb6v43Yb

1. **Call to order**

Christensen called the meeting to order at 10:30 AM

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

Members Present: Callan, Christensen, Gulig, Richardson (Remote), Turville-Heitz

Members Absent:

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

Others: Kathi Cauley, Town of Oakland

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

Luckey confirmed compliance.

4. **Approval of the agenda**

Agenda approved as written.

5. **Approval of Parks Committee Minutes for March 27, 2025**

Callan/Heitz motion to approve the March 27, 2025 minutes. Motion passes 5/0.

6. **Communications**

Wiesmann introduced the items in the packet to include:

- April 2025 Blackhawk Island Clean-Up Event
- April 2025 Dog Park Clean-Up Event
- News Article in the Daily Union highlighting the Jefferson County Parks Department

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

Kathi Cauley – stated that she and her husband enjoy the parks daily, and are lucky enough reap all of the benefits.

She noted that there is a sense of community at each park. She thanked the Committee and the County for their support and wanted to recognize the resources in the County Parks Employees. She stated that there is a visible and tremendous team effort. Cauley offered a donation to the parks department, and noted that she wanted to purchase lunch for the parks employees.

8. **Discussion and Possible Action on WIDNR Knowles Nelson Stewardship Application for Korth Park Connector Trail**

Wiesmann – this is a repeat application (original submitted in 2024 that was not awarded funding). Application requires formal resolution. Fiscal note incomplete and will be updated by the Finance Director as this request moves forward through the approval process.

There were conversations noting the significance of the Stewardship funds (at a state level), and support of the funds state-wide.

Turville-Heitz/Gulig motion to approve the Korth Park Connector Trail Stewardship Resolution. Motion passes 5/0.

9. **Discussion and Possible Action on WIDNR Knowles Nelson Stewardship Application for Interurban Trail Phase III**
Wiesmann – this will not be a new grant application, but it will be a cost amendment to the original Phase III application. The amendment will request additional funding to complete the Jefferson County portion of the Interurban Trail, Phase III.
Gulig/Callan motion to submit the Stewardship grant application amendment to the WIDNR for the final Phase of the Interurban Trail. Motion passes 5/0.
10. **Discussion and Possible Action on Cold Spring Creamery Park – Traffic Safety Committee follow-up**
Wiesmann – traffic safety committee review. Signage suggestions were provided by the Committee. Additional modifications to HWY N have been suggested to improve safety at this section of the HWY.
No action taken.
11. **Discussion and Possible Action on accepting donation of park land from Groundswell Conservancy on Marsh Lake**
Wiesmann – stated that there is a land donation offer to the Parks Department by Groundswell. There are outstanding/incomplete projects such as north property line realignment, capping of site, and clean-up. Donated funds have been assembled to complete the required projects. The Parks Department wishes to take ownership in an effort to complete the outlined obligations in a timely manner, thus making the property publicly accessible, and then donating the property to the WIDNR.
Gulig/Turville-Heitz motion to accept the property donation. Motion passes 5/0.
Turville-Heitz noted the need to stress the departments intention of making the property accessible to the public.
12. **Discussion and Possible Action on Resolution for WE Energies License Amendment #5**
Wiesmann – presented the 5th amendment to the agreement with We Energies for the Phase III Interurban trail improvement(s). Each amendment to this agreement covers the proposed work, prior to start of construction. This should be the final amendment for the project.
Callan – questioned the installation of gates and possible entry obstruction for emergency management.
Turville-Heitz/Callan motion to accept the amendment as presented. Motion passes 5/0.
13. **Update on Interurban Trail Phase III**
Wiesmann – noted that the notice to proceed and construction contract have been provided to Kartechner. Construction will start once the County receives the signed contracts.
14. **Field Staff Updates**
Klement:
- Leadership Academy
 - CPR Training
 - Storm Damage Clean-Up
 - Worked with Waste Management to host event
 - Worked with Land & Water to host event
 - 58 acres prescribed burns at various parks
 - BHI property sign installation, Phase I
 - Capital Equipment – Bobcat and Ranger, old equipment on Wisconsin Surplus
 - Volunteer groups
 - Carnes East/West bird house
 - Fairgrounds
 - Garlic Mustard Pull
 - Glacial River Bike Trail Clean-Up
 - Korth Park sign rehab and flowerbeds
- Callan – thanked the department for their hard work.
Christensen – questioned boulder placement on FMP's, township is willing to help

15. Admin Staff Updates

Truman Noted:

- Grant Season
- Web Updates – 2026 Rental Season

16. Discussion on Parks 2025 Budget

Wiesmann noted that he had included the Parks Endowment Fund disbursement notice. He also noted that the department budget is on track.

17. Update on Historic Sites Committee

Gulig noted that the committee is requesting funding for an intern. The intention of the internship is to help build the on-line Historic Sites map.

Wiesmann noted that the request for a new (Intern) position was forwarded to admin as part of the annual process. Luckey stated that notifications to departments for the new position/reclass requests is scheduled for May 2, 2025.

18. Discussion on Agenda Items for the Next Meeting

Resolution of County support for the Knowles Nelson Stewardship program

19. Next Scheduled Meetings per the 2025 Proposed Meeting Schedule (4th Thursday, Monthly)

- May 22, 2025 – Park Tour
- June 26 Regular Committee Meeting
- June 26 Brew with A View
- July 24 Regular Committee Meeting
- July 24 Brew with A View

Committee preference is to return to room C1021. Meetings with an anticipated large number of attendees may be scheduled in the County Board Chambers.

20. Adjourn

Gulig/Turville-Heitz motion to adjourn at 11:18 AM. Motion passes 5/0.

Respectfully Submitted,

Mary S. Truman – Adv. Program Assistant Parks