

Parks Committee Minutes

Date: Thursday, May 28, 2026

Time: 10:30 am

Jefferson County Courthouse

311 South Center Ave., Room C1021

Jefferson, WI 53549

Committee Members: Joan Callan, Walt Christensen, Anthony Gulig, Kirk Lund, Meg Turville-Heitz

Microsoft Teams meeting

Join: <https://teams.microsoft.com/join/283062482090246?p=6qxIFOqmHL1pNMYL95>

Meeting ID: 283 062 482 090 246

Passcode: gx996dZ3

1. Call to Order

Wiesmann called the meeting to order at 10:30 am.

2. Roll Call (establish a quorum)

Members Present: Callan, Christensen, Gulig, Lund, Turville-Heitz

Members Absent:

Staff Present: Wiesmann, Truman, Klement, Luckey (10:47 am)

Others: James Kukkan - Watertown Daily Times (Remote), Heidi Putnam – Snyder & Associates, Inc

3. Certification of Compliance with the Open Meetings Law

Wiesmann certified compliance

4. Approval of the Agenda

Gulig/Turville-Heitz motion to approve the agenda.

Agenda approved as written

5. Election of Officers – Chair and Vice Chair

Callan/Lund motion to approve Christensen as Chair of the Parks Committee.

Christensen accepts nomination.

Motion passes on a 5/0 vote.

Turville-Heitz/Lund motion to approve Callan as Vice Chair of the Parks Committee.

Callan accepts nomination.

Motion passes on a 5/0 vote.

6. Approval of Parks Committee Minutes for March 26, 2026

Callan/Turville-Heitz motion to approve the Parks Committee for March 26, 2026.

Motion passes 5/0.

7. Communications

Wiesmann introduced “Students spend day giving back at Dorothy Carnes County Park”. An article published in the Daily Jefferson County Union on 5/24/2026.

8. 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

9. **Update on Jefferson County Park and Outdoor Recreation Plan**

Putnam shared a PowerPoint presentation representing the process to date. Including, information collected to date via a series of staff/board/committee/public meetings and an on-line survey initiative.

Lucky questioned if the reported data, via the Wisconsin Department of Tourism, could be used as an advertising component and/or an opportunity in addition used in a means to memorialize future planning needs.

Christensen questioned the inclusion of text regarding the addition of parkland expansion in the future.

No action taken.

10. **Discussion and Possible Action on Concession Agreement between Jefferson County and The Surf Shack LLC**

Wiesmann introduced the programs historical performance and noted that there is a change in the current terms to include the vendor payment change from a strict total sales percentage to a sales percentage after vendor concession sales reach \$3500 collectively.

Lund – questioned:

- hours of operation (how to return equipment after hours)
- third line in the first paragraph on the last page, paragraph 16 – language update: perform the duties of the concessionaire, and
- questioned if there are disability provisions/barriers for disabled persons.

Turville-Heitz/Lund motion of Corp Counsel's review of suggested edits prior to finalizing the contract.

Motion passes 5/0.

11. **Discussion and Possible Action on Proposed Sale of Land to St. Paul's Lutheran Church to Resolve Encroachment**

Noted that there is a property boundary dispute (as defined in the parcel map) of ½ acre. The County would like to sell the ½ acre, at the purchase price, not included in the grant funding that was used to purchase the project parcel, to St. Paul's Lutheran Church to clean-up the project area/property line.

Callan/Lund motion to authorize Parks Director/County Administrator to negotiate the sale/QCD with the Church.

Motion passes 5/0.

12. **Discussion and Possible Action on 2027 Fee Schedule**

Wiesmann noted that the Parks Department collects fees for the following year starting June 1 of the current year and therefore is requesting the Committee approval of the proposed fees (no new fees have been introduced).

Turville-Heitz/Callan motion to adopt the proposed fee schedule.

Motion passes 5/0.

13. **Discussion and Possible Action on Raffle License Renewal for 50/50 Raffle**

Wiesmann noted that the Parks Department seeks authorization to renew the 50/50 raffle license. The department conducts a 50/50 raffle at each of the Brew with a View events.

Lund/Turville-Heitz motion to approve renewal of the raffle license.

14. **Discussion on Parks 2026 Budget**

Wiesmann noted that project/purchasing progress to date is within budget. He also highlighted that the department is likely to be over and above within the fuel budget.

No action taken.

15. **Field Staff Updates**

Klement noted:

Carnes North – 20 acres prescribed burn, thistle spraying post burn

Carnes East – clean-up of invasives post burn

Fair Park – 16+ new trees and shrubs planted

Korth, Carnes, Carlin Weld, Welcome Travelers – new trees planted

Korth Memorial Prairie - maintenance/mowing

Marsh Lake Access – parking lot has been installed and landscaping/seeding around the new lot has been completed.

ADA launch/pier has been ordered and will be installed later this summer.

Kanow / HWY 16 Wayside / Cappies Landing / Rock River - parks cleaned after spring flooding and re-opened

Fair Grounds – Bold Corporation volunteer landscape planting

Human Services – Target employee volunteer landscape planting

Radio Telephone Tower(s) – clean-up

Interburan Phase I Bridge – redecking completed

Sheriff's Office – deputy assigned to the department as a Parks compliance liaison

16. Administrative Staff Updates

Truman noted that in addition to supporting the Field Staff (in the above efforts) that she has also been working on:

- Website ADA Compliance
- Website Updates – including 2027 Shelter Rental forms and web pages
- Memorial Donations
 - Glacial River Trail
 - Kiosk
 - Saris Bike (tire) Pump
 - Jefferson County Dog Park
 - Garrett Bench
 - Baitman Bench
 - Brand Memorial Tree
 - Fergusson Memorial Tree

17. Historic Sites Council Update

Wiesmann noted that our Intern has made significant progress Historical Sites Story map, and there will be a presentation at the next Historic Sites Council meeting.

18. Discussion on Agenda Items for the Next Meeting

Interurban Trail Update

Marsh Lake Public Access

BHI Shoreline

Snowmobile Bridge

Korth Yoga

Drone use in Parks

Site Tour

19. Next Scheduled Meetings per the 2026 Proposed Meeting Schedule (4th Thursday, Monthly) @ 10:30 AM

- June 25, 2026
- June 25, 20206 (Brew with a View in the evening)
- July 23, 2026

20. Adjourn

Gulig/Turville-Heitz motion to adjourn at 11:58 AM.

Motion passes 6/0.

Respectfully submitted,

Mary S. Truman – Parks, Adv. Program Asst.