

AGENDA

JEFFERSON COUNTY PARKS COMMITTEE

Jefferson County Courthouse
311 South Center Avenue, Rm 202
Jefferson WI 53549

October 6, 2014 @ 9:30 a.m.

AMENDED – ITEM #12 AMENDING PARKS ORDINANCE SECTION 8.07 (4)(C)

Committee: Augie Tietz, Chairman, Mike Kelly, Vice Chair, Matt Foelker, Secretary,
Walt Christensen, Laura Payne

1. Call to Order
2. Roll Call
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Approval of the September 8, 2014 Meeting Minutes
7. Communications
 - a. Jammin' at The Jamboree – Daily Union
 - b. Park Utility Easement Gets Nod – Daily Union
 - c. Fayville Grove Sanctuary Helping Preserve Habitat Critical for Birds – Daily Union
 - d. What is Lure Coursing?
 - e. JCBC – Jefferson County Bicycle Club
8. Discussion and Possible Decision on Pohlmann Park Playground Fundraising Proposal
9. Discussion and Possible Decision on Naming of Crawfish River Park
10. Discussion and Possible Decision on Plan to Fund Proposed Interurban Bicycle Trail Project
11. Discussion and Possible Decision on the Purchase and Placement of Road Signs for the Rock River National Water Trail
12. Discussion and Possible Decision on Amending the Jefferson County Parks Ordinance (Ordinance No. 1998-27)(Section 8.07 (4)(c))
13. Update on Share the Road Event in Watertown
14. Update on Youth Hunt Program

15. Update on Surplus Wood Sale
16. Update on Mountain Biking Facility at Human Services
17. Update on Dog Park Events
18. Update on Permanent Utility Easement at Korth Park
19. Update on 2015 Jefferson County Parks Budget
20. Update on Park Areas for Special Needs Individuals
21. Update on Farm Bid Package Kemmeter Farm Rental
22. Update on Watertown Outboarders
23. Update on Potential Master Plan Models for Crawfish River County Park
24. Update on 2014 Parks Department Budget
25. Update on Glacial Heritage Area (GHA) Project
26. Update on HWY 26 by-pass & Glacial River Bike Trail
27. Set Tentative Meeting Dates/Times for: November 3, 2014 at 9:30 a.m.
28. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda. Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101, 24 hours prior to the meeting, so appropriate arrangements can be made.

MINUTES

JEFFERSON COUNTY PARKS COMMITTEE

**Jefferson County Courthouse
311 South Center Avenue, Rm 202
Jefferson WI 53549
September 8, 2014 @ 9:30 a.m.**

Committee: Augie Tietz, Chairman, Mike Kelly, Vice Chair, Matt Foelker, Secretary, Walt Christensen, Laura Payne

- 1. Call to Order**
Tietz called the meeting to order at 9:30 a.m.
- 2. Roll Call**
Present: Tietz, Christensen, Payne, Kelly
Absent: Foelker
Others Present: Nehmer, Nimm, Ward
- 3. Certification of Compliance with the Open Meetings Law**
Meeting posted according to Open Meetings Law
- 4. Review of the Agenda**
Agenda as written
- 5. Public Comment**
No Public Comment
- 6. Approval of the August 4, 2014 Meeting Minutes**
Christensen moved, Payne seconded. Approved as written.
- 7. Communications**
The following communications were included for review.
 - a. Email from Dave Ring
 - b. County Awaits Word on Glacial Heritage Area Grants – Daily Union
 - c. Group Meeting Permit – Palmyra High School Cross Country Meet
 - d. Cabin Fever – Daily Jefferson County Union
 - e. Email from Clare Carlson – GHA Events
 - f. New Playground for Korth Park – Jefferson County Living
 - g. Community Foundation Makes Donation – Lake Mills Leader
 - h. Trailhead Facility Available for Activities – Waterloo Courier
 - i. Dog Dayz Set at Aquatic Center
 - j. Korth Park Playground Ribbon Cutting This Friday – Lake Mills Leader

- k. Bring Your Dog to The Pool This Sunday – Lake Mills Leader
- l. County Cuts Ribbon on Korth Playground – Daily Union
- m. Bike Trail to Open Sept. 1 at Zeloski Marsh – Daily Union
- n. Mason Jar Jamboree – Daily Union
- o. Park Log Home Near Completion – Daily Union
- p. Jefferson's Miller Wins at P-E Invite – Daily Union
- q. Celebrate Local History, Music at Jamboree – Jefferson County Living
- r. County Cuts Ribbon on Korth Playground – Lake Mills Leader

8. **Discussion and Possible Decision on Permanent Utility Easement at Korth Park**

Duane Vandermause, City of Lake Mills and Chris Evenson, electric utility were present. Vandermause noted that the City of Lake Mills is attempting to reinforce the City's electric system. The new design allows smaller sub-stations for electric routes to serve as back-up and redundancy. Vandermause illustrated existing electric utility lines and noted that original installation was a connection/extension to complete the "loop". Existing lines (in question) are "mostly" in the Town Right of Way, very close to the property line. The utility's goal is to directionally drill lines (approximately 4 ft deep) and to install a mini sub-station in the Shorewood Hills subdivision, completing the redundant system. The requested easement would allow the connection. The easement request is to replace overhead lines and put the facility underground with four above ground equipment box locations around the park. The department is working on quotes for a title search.

Christensen asked if the removal of lines would be an aesthetic improvement to the park.

Evenson noted that the utility has been working on installing underground through the Korth farm since the county took over the property, approximately 14 years ago. The work has been segmented until present.

Kelly questioned if the entire project would be underground.

Vandermause indicated that from Korth Lane "down", the overhead will be removed. One utility pole will be located on the SE corner of park property and overhead will continue from that point.

Frankie Fuller (GHA) questioned the projects ecological impact on Rock Lake.

Vandermause stated directional drilling reduces overall impact. Underground lines will allow the trimming of the trees around the utility lines to cease.

Payne questioned how large will the pits be?

Evenson indicated 5 foot-6 foot pits with cabinets at pit locations with the locations then back-filled. Crew follows with restoration.

Christensen asked if other utilities can/will use the conduit and if there will be specs for fire burn around utility boxes.

Nehmer noted that the City has agreed to run a title search to see if there are existing easements

Tietz indicated overhead lines are always a hazard.

Nehmer noted an email he received from the DNR – DNR grants staff will need to review the site plans, project timeline, and draft easements for the crossings. Likely DNR will issue a letter of consent for the project. DNR preference is to have no new structures (i.e. junction boxes, pedestals etc.) on the park property – impacting the public's use. Timing of the project should be coordinated with County Parks in order to avoid traffic congestion, higher use time, and disturbed areas posing a safety threat for park users, etc.

Vandermause stated their timeline is tight, as the directional drill rig is restricted on timeframes.

Nehmer "Parks staff" to work with City and agrees to pedestal structures.

The resolution shall include DNR comments/notes.

Christensen motioned to approve the utility easement as drafted pending DNR approval. Payne seconded. Motion carried 4-0.

9. Discussion and Possible Decision on County Conservation Aids Grant Resolution and application renewal

Nehmer noted that a sample resolution was included in the packet. The application benefits fish and game on the Hinsdorff parcel at Rose Lake in Dorothy Carnes Park. Nehmer noted that with committee approval, the resolution will go to the county board Tuesday evening.

Kelly motioned to approve. Payne seconded. Motion carried 4-0.

10. Discussion and Possible Decision on mountain biking trails in the woods at Human Services

Nehmer identified the Human Services complex off Annex and Collins Roads in Jefferson. He stated the 18.5 acre woods had once been discussed as a disc golf location; however a new area for disc golf has been identified. Discussions have occurred on how the woods might possibly provide an opportunity for mountain biking. The woods are owned by Jefferson County under guidance of Human Services. There is a high drumlin in the woods. Human Services is in favor of the concept and would like to see a system for the employees to reach the trail from the buildings.

Christensen questioned if we would be able to provide a spur to the trail for walking and road bikers.

Tietz noted that Human Services commented that they are in favor of the idea. Tietz is asking if we will have to develop a concept plan and how do we fund it? How to fund construction?

Kelly commented that it's a great plan, the topography and parking are great for this type of opportunity.

Payne stated that it's a great idea and will be well used.

Christensen asked what the effects will be on the woods.

Nehmer stated that sustainable trail design will be used.

Kelly motioned to pursue this area for a mountain biking trail system. Payne seconded. Motion carried 4-0.

11. Discussion and Possible Decision on 2015 Jefferson County Parks Budget

Nehmer indicated the budget information was provided in the packet. The information included the Mission Statement, purpose, and performance goals. Budget numbers are the same as those presented at last month's meeting. The proposed budget is slightly lower than the 2014 budget. The question has been asked if there are capital dollars to be used for sections/portions of the Interurban Line.

Christensen motioned to approve the budget as presented. Payne seconded. Motion carried 4-0

12. Update on park areas for special needs individuals

Nimm stated that she had sent an email to neighboring communities. The email noted that the Parks Department has been investigating park areas for special needs individuals and asked the communities if they had any such facilities. No community responses were received.

Christensen noted that he called Fort Atkinson. There are two parks with fenced in areas however they have not considered such use.

13. Update on Farm Bid Package Kemmeter Farm Rental

Nehmer noted that the Kemmeter farm is the most recent acquisition for Dorothy Carnes park at north end of Rose Lake. The farm is part of a 120 acre parcel of which has 77 tillable acres. The farm lease has been written as a 3 year contract and is expiring and due for re-bidding. The funds received from the lease are segregated for use at Dorothy Carnes Park only and is used for restoring lands and capital projects at the park.

Kelly noted that a climate quest challenge grant has been submitted and there is possibly a need for an area to grow woody bio-mass 'somewhere' within the county if the application is awarded. The bio-mass area could lead into an opportunity to transition the parkland. It was asked if perhaps there might be an opportunity for a staggered option for part of the parcel if grant funds are awarded. Perhaps 10 acres bordering the park could be written as a 1 year lease?

Christensen noted that the committee and department should make sure the successful bidder is a responsible farmer.

14. Update on Watertown Outboarders

Nehmer requested Tietz expand on our involvement and interface with Quirk Foundation.

Tietz noted that the department has submitted a request for \$30k. In response, the foundation has asked for more information including other possible funding sources for the project. The \$30k request includes the vault toilet, well, and site amenities. Tietz also suggested that a site plan should be developed. Nehmer and Tietz will be meeting with the foundation in October.

15. Update on Altpeter Park, Town of Sumner letter

Christensen noted that the Township does not have an interest in the transfer of the park property.

16. Update on potential Master Plan Models for Crawfish River County Park

Nehmer noted cost effective ways of master planning the park have been discussed.

Steve Grabow stated options were explored for free or low cost master planning concepts. The first (unsuccessful) goal was to have a 2nd year graduate student incorporate community ideas into a plan. The back-up plan was a senior thesis or capstone project. A two part project application was submitted on 8/19/2014 - 17 acres (part 1) and to incorporate the 5 acre (part 2) parcel across the river. Preliminary program might include a small park pavilion using typical design – announcing “presence” at the city entrance. Program will call for a school park interface in an oak savanna area for education purposes. Perhaps also a small camping opportunity could be included. It was noted that on the 5 acre site potential for parking, restroom, and a footbridge (to access the 17 acres) for safe corridor. Third approach – lower cost option to entice design community for in-house visioning and refine programming followed by work with trusted designers that the County has had prior working relationships with.

17. Update on 2014 Parks Department Budget

Nehmer made these comments regarding the Parks Department Budget(s)

1801 – completed 58.3% of the year – spent 48.75% of the budget

1806 – Carol Liddle fund – Dorothy Carnes Park – over \$800k for parks work, 81k remaining

Carlin Weld – 1970’s park, designated funds with ability to spend interest on \$5k, capital funds to be used for disc golf

Carnes Park – funds generated from Kemmetter Farm. Waiting to hear on grant funding application

Parks Building – heated with used drain oil

Garman Nature Preserve – 40 acres in Waterloo. Well installed in 2014.

Snowmobile – grant close out complete, check deposited.

Bike trail – heavily used

Dog Park – funded by revenue from the dog park. Looking to finish asphalt in 2014.

1840 – grounds keeping, budgeted by each department. Plan to update and refresh plantings on east side of the Courthouse landscape proposed in 2014.

Kelly asked about grounds keeping and how are the funds brought into the department. Are the park expansions creating a stress on the staff to keep-up with maintenance?

Christensen questioned if the grounds maintenance keeps us from working on the parks.

18. Update on Glacial Heritage Area (GHA) Project

Nehmer – no update

19. Update on Dog Dayz of Summer Swim

Nehmer noted that 150 dogs and 300 people were in attendance. The City of Jefferson would like to partner with other agencies for a greater out-reach and host again next year.

20. Update on Mason Jar Jamboree

Christensen noted the music act was good and he observed a great number of cars. There were guests at every station. Mr Mulvey had items for sale with ½ proceeds to the park.

Grabow stated the farmstead area was part of an in-house design charrette project. The Mason Jar area has allowed us to refine the program.

Nimm noted that the bird walk was well attended and there were approximately 100 people in the park at the Jamboree around noon.

21. Update on HWY 26 by-pass & Glacial River bike trail

Nehmer said asphalt was scheduled to start over the weekend for the remainder of the trail....

Nimm noted the asphalt work had not yet been started.

22. Set Tentative Meeting Dates/Times for: October 6, 2014 at 9:30 a.m.

23. Adjourn 11:45am

Christensen motioned to adjourn. Kelly seconded.

Respectfully Submitted,

Mary S Nimm
Program Assistant