

Parks Committee Agenda
Jefferson County

Date: Thursday, May 23, 2024

Time: 9:00 a.m.

Room: Courthouse C1021

Committee Members: Joan Callan, Walt Christensen, Anthony Gulig, Cassie Richardson, Meg Turville-Heitz

Videoconference OR

Jefferson County Courthouse Room C1021

311 South Center Ave.

Jefferson, WI 53549

Join Zoom Meeting

<https://us06web.zoom.us/j/85374488469?pwd=QpxOjoSW7Jy97wqOMjfaqcX6fgEtYR.1>

Meeting ID: 853 7448 8469

Dial by your location

Passcode: 369458

+1 312 626 6799 US (Chicago)

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Parks Committee Minutes for May 2nd, 2024
6. Communications
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Lower Rock Lake Park Lane Boat Launch re-configuration, Town of Lake Mills
9. Discussion on Parks 2024 Budget
10. Discussion on Agenda Items for the Next Meeting
11. Next Scheduled Meetings per the 2024 Proposed Meeting Schedule (4th Thursday, Monthly)
 - June 27, 2024
 - July 25, 2024
 - August 22, 2024
 - September 26, 2024
12. Jefferson County Park Tour:
 - Interurban Bike Trail County Hwy F Bridge Construction Site
 - Kanow County Park
 - Korth County Park Connector Trail
 - Trieloff Property
13. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Jefferson County Parks Committee Minutes Date:

Thursday, May 2, 2024

Time: 9:00 a.m.

Room: Courthouse C1021

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

1. Call to order

Wiesmann called the meeting to order at 9:00 am

2. Roll call (establish a quorum) Present: Callan, Christensen, Gulig, Turville-Heitz

Remote: Richardson, Udovich

Staff Present: Wiesmann, Klement, Wehmeier

Others: Robin Untz, Historic Sites Preservation Council/Town of Lake Mills; Kenneth Pettit, Eagle Scout + Kenneth Pettit Sr.

3. Certification of compliance with the Open Meetings Law

Staff confirmed compliance.

4. Approval of the agenda

Agenda approved as written.

5. Election of new Committee Officers – Vice-Chair

Callan/Gulig nominated Christensen for Chair. Motion passed 4-0

Gulig/Turville-Heitz nominated Callan for Vice Chair. Motion passed 4-0

6. Approval of Parks Committee Minutes for March 7, 2024 / motion to approve the March 7, 2024 minutes.

Motion by Gulig/Callan to approve the minutes for March 7, 2024 as printed. Motion passed 4-0.

7. Communications

A packet was provided for review. Wiesmann went through the communications in the packet. No action taken.

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. Discussion and Possible Action on Eagle Scout Project for Interurban Trail Way-finding Signage, Kenneth Pettit

Pettit gave a slide presentation and talked about his Eagle Scout project. Pettit is requesting approximately \$650.00 to cover the materials needed for this project.

Motion by Gulig/Turville-Heitz to approve the funds needed for the project. Motion passed 5-0

10. Discussion and Possible Action on Renewal of Raffle License Type A or B

Weismann is seeking approval to renew the raffle license for fund raising. We have raised approximately \$700-\$1,000 with these raffles at our Brew With a View Events

Motion by Callan/Turville-Heitz to approve the renewal of the raffle license. Motion passed 5-0.

11. Discussion and Possible Action on Donation/Memorial Gift Policy

Weismann talked about the reasons for this policy. It would include formal contracts for planting trees and placing benches in our parks. Wehmeier said that they would like to standardize this policy for other county departments also.

Motion by Gulig/Callan to approve the Donation Memorial Gift Policy. Motion passed 5-0.

12. Discussion and Possible Action on 2024 Stewardship and Rec Boating Facilities Grant Applications Resolution for Kanow Park Canoe/Kayak Launch Improvement

A map of the area was provided for review. Weismann talked about the project.

Motion by Callan/Gulig to approve the Resolution for 2024 Stewardship and Rec Boating Facilities Grant Applications for Kanow Park Canoe/Kayak Launch Improvement and forward it to the Finance Committee and the

County Board for consideration. Motion passed 5-0

13. Discussion and Possible Action on 2024 Stewardship Grant Applications Resolution for Korth park Trail Improvements

A map of the connector trail and topography was provided for review.

Motion by Turville-Heitz/Richardson to approve the Resolution for 2024 Stewardship Grant Applications Resolution for Korth park Trail Improvements and forward it to the Finance Committee and the County Board for consideration. Motion passed 5-0.

14. Discussion and possible Action on 2024 Stewardship Grant Applications Resolution for Interurban Bike Trail Phase Three

Weismann talked about Phase Three of the project and thanked Truman for her work on this grant.

Motion by Gulig/Callan to approve the Resolution for 2024 Stewardship Grant Applications Resolution for Interurban Bike Trail Phase Three and forward it to the Finance Committee and the County Board for consideration. Motion passed 5-0.

15. Discussion and update on Lower rock Lake park Lane Boat Launch Reconfiguration, Town of Lake Mills

Weismann shared a map of the area and talked about the Lower Rock Lake Park Land Boat Launch Reconfiguration in the Town of Lake Mills. Untz explained that their engineer recommended widening the boat launch landing. The committee discussed concerns and offered suggestions related to the layout of the launch. These concerns will be shared with the engineer. This will be discussed at the next meeting. No action taken.

16. Discussion and Possible Action on 2025 Parks Fee Schedule

A draft fee schedule was provided for review. Weismann discussed the proposed changes to the 2025 Parks Fee Schedule.

Motion by Gulig/Turville-Heitz to approve the 2025 Parks Fee schedule and forward it to the Finance Committee and the County Board for their consideration. Motion passed 5-0.

17. Admin Staff Update – Truman

Reported:

- Grant Applications
- Shelter Reservations
- Dog Park Tags
- Web Updates & Social Media posts
- Night Bike Ride Event partnering with the Health Department and other sponsors on this event

18. Field Staff Update – Klement

Reported:

- Solid Waste Clean Sweep Event
- Land & Water Tree Sale Distribution
- Seasonal Staff started April 6th
- Tree Planting
- Pier Installs at Rock River and Blackhawk island
- Volunteer groups helping with various projects with plantings, garlic pulling and other projects

No action taken.

19. Natural Resources and Forestry Update – Toro

No report was given. No action taken.

20. Discussion on Parks 2024 Budget

Weismann said the budget is looking good. No action taken.

21. Discussion on Historic Sites Committee Meeting

The group discussed Potter's Field and conducted a radar survey of the area. No action taken.

22. Discussion and Possible Action on Amending the Historic Sites Ordinance

A copy of the amended ordinance was provided for review. Gulig discussed the proposed amendments.

Motion by Gulig/Richardson to approve the amended Historic Sites Ordinance and forward it to the County Board for their consideration. Motion passed 5-0.

23. Discussion on Agenda Items for the Next Meeting

- Discussion and possible action on boat launch
- Park Tour – May 23, 2024

24. Schedule Park Tour Committee Meeting

The tour will be scheduled after the May 23, 2024 Parks Committee meeting

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

- May 23, 2024
- June 27, 2024
- July 25, 2024
- August 22, 2024
- September 26, 2024

26. Adjourn

Motion by Turville-Heitz/Callan to adjourn @ 10:45 am. Motion passed 5-0.

Respectfully Submitted,

Tammie Jaeger

Administration

From: Horton, Cory <chorton@ruekert-mielke.com>
Sent: Thursday, March 28, 2024 1:17 PM
To: Walt Christensen <waltc@jeffersoncountywi.gov>
Cc: townoflakemillschair@gmail.com; Matt Zangl <mattz@jeffersoncountywi.gov>; Kevin Wiesmann <KevinW@jeffersoncountywi.gov>
Subject: Park Lane Road Boat Launch

This Email has originated from outside Jefferson County's Email Domain. Please verify the Sender before opening any links or attachments. - Jefferson County MIS

Walt,

Good afternoon. I am the engineer for the Town of Lake Mills. The Town is applying for a DNR recreational boating facility grant to improve the boat launch off Park Lane Road (just south of the County Lower Rock Lake Park site).

The Town seeks to rehabilitate the deteriorating components of the launch (floating piers, precast ramp panels, etc.). For the most part, on the water side, the project will be replacement in-kind. The Town does desire to improve the turning movements for vehicles/boats to improve safety and efficiency of the launch. Currently, the geometrics require vehicles to swing into oncoming traffic lanes and often make multiple passes to align trailers with the launch. This compromises safety and also results in increased delays and frustration at the launch.


My firm has evaluated the turning movements and determined that extending the pavement 20-feet on the north side of the launch dramatically helps vehicles line up with the launch in a single pass. We also looked at other alternatives like widening the launch width but did not see a dramatic improvement in the turning movements. The 20-foot extension of the paved area would be within the County Park area. As such, we are reaching out to the County to get your feedback and willingness to consider these modifications on the County property. We have included boulders to keep vehicles off the grass and separate from pedestrian paths. Should you have any other desired modifications, we are open to discussing those as well.

Town and County representatives met onsite to discuss the project. It was recommended to draw up a plan and to discuss the project at a Park Commission meeting. I am attaching the proposed site plan for your review and discussion at a commission meeting.

I appreciate your consideration and let me know if you have any questions.

Cory



 (262) 953-4142

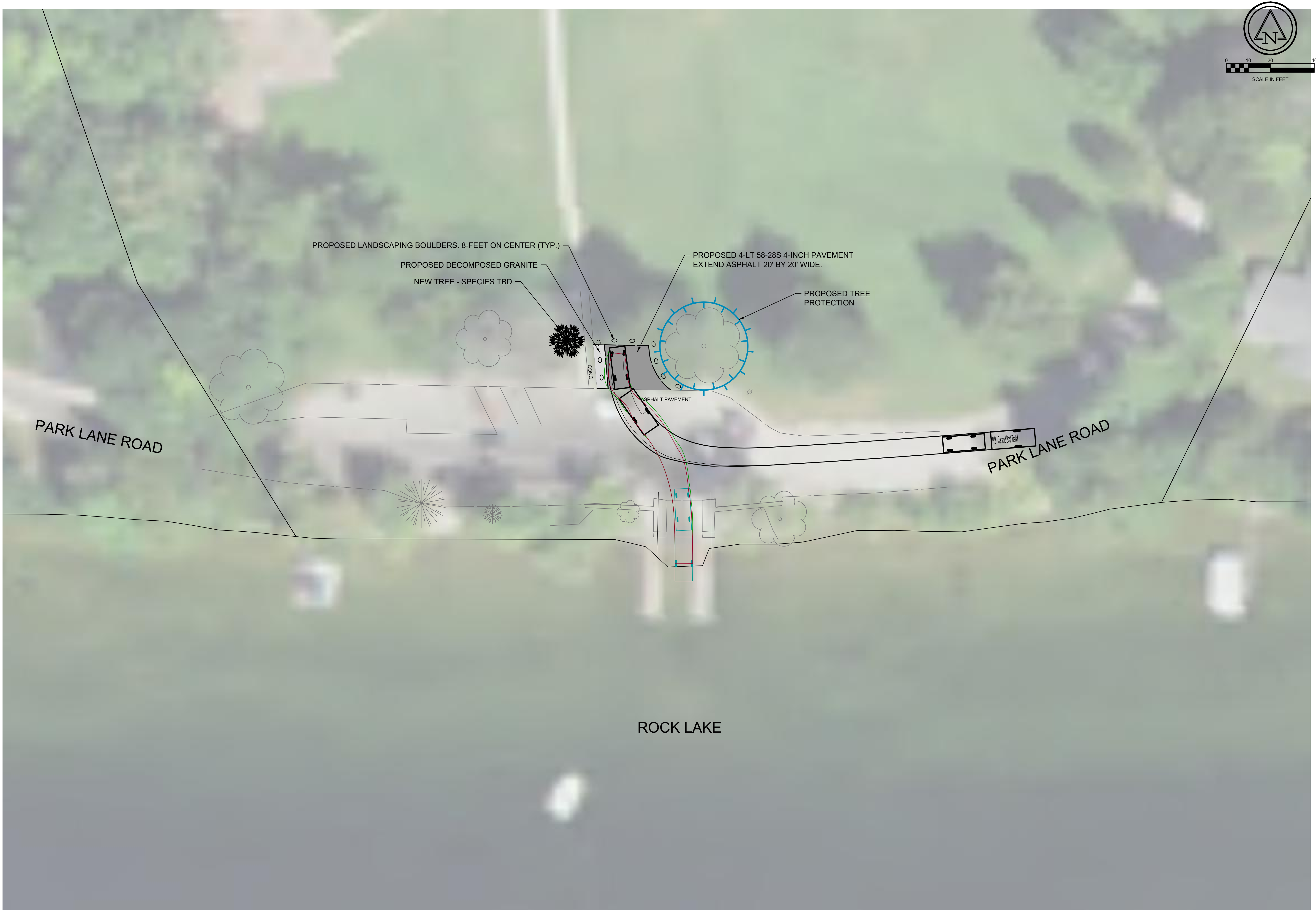
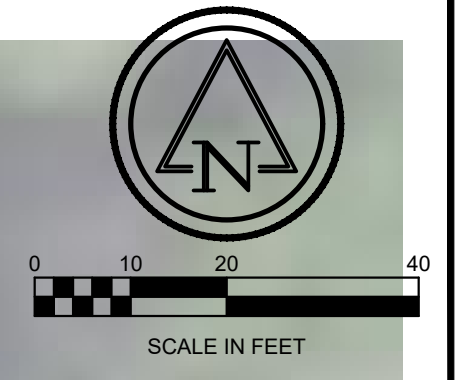
 chorton@ruekert-mielke.com

 ruekertmielke.com



Learn how our employee owners “make community possible” at R/M! [Watch Video](#)

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Mar 26, 2024 9:48am PLOTTED BY: HJennings SAVED BY: HJennings
IMAGES: Lake Mills Boat Launch; RM SQUARE Full Color-Print; RM SQUARE
C:\Users\HJennings\OneDrive\Documents\Lake Mills Boat Launch\Site Plan.dwg
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RECREATIONAL BOATING FACILITY
 PROPOSED SITE PLAN
 TOWN OF LAKE MILLS
 JEFFERSON COUNTY, WISCONSIN

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 DATE: MARCH 2024
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8781-10006

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Mar 26, 2024 9:48am PLOTTED BY: Jennings SAVED BY: Jennings
 IMAGES: Lake Mills Boat Launch: RM SQUARE Full Color-Print; RM, LOC-8040; S: Cedarland; P: Ruckert, L: Labrad; C: GCSN_20110375; T: Town of Lake Mills 10006 Recreational Boating Facility Land Use Site Plan 01.dwg



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