

Parks Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

Date: Thursday, September 15, 2016

Time: 9:30 a.m.

Committee members: Foelker, Matt
Kelly, Mike
Nass, Steve
Payne, Laura
Tietz, Augie

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 Park Committee minutes for August 22, 2016
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 Korth Lane Improvements
9. Discussion and Possible Action on Weather Proof Panels for Korth Park Pavilion
10. Discussion and Possible Action on Pohlmann Park Silo
11. Discussion and Possible Action on Brew with a View 2016/2017
12. Discussion on Camping Issues at Dorothy Carnes Park and Cappie's Landing
13. Discussion on 2016 and 2017 Budgets
14. Discussion on Dog Park Events
 - a. Dog Dayz Swim
 - b. Lure Coursing
 - c. Training Workshop
 - d. 2017 Calendar
15. Discussion on Glacial Heritage Area (GHA) –Friends of GHA
16. Review annual meeting calendar and set dates for future Park Committee meetings and fall Park Tour.
17. Adjourn

Next scheduled meetings: October, 2016
November, 2016
December, 2016

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.

Parks Committee Minutes
 Jefferson County
 Jefferson County Courthouse
 311 S. Center Avenue, Room 202
 Jefferson, WI 53549

Date: Monday, August 22, 2016

Time: 9:30 a.m.

Committee members: Foelker, Matt
 Kelly, Mike
 Nass, Steve
 Payne, Laura
 Tietz, Augie

1. Call to order

Tietz called the meeting to order at 9:33am

2. Roll call (establish a quorum)

Present: Tietz, Nass, Kelly

Others Present: Nehmer, Nimm, Wiesmann, Ward, Wehmeier (10:03am), Foelker (11:00am)

Absent: Payne

3. Certification of compliance with the Open Meetings Law

Meeting posted and noticed according to law.

4. Approval of the agenda

Nass motioned to approve. Kelly seconded. Motion passes on a 3/0 vote.

5. Approval of Park Committee minutes for July 11, 2016

Kelly motioned to approve. Nass seconded. Motion passes on a 3/0 vote.

6. Communications

Nehmer highlighted the communications (included in the agenda packet)

7. 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

8. Review of Parks Department Financial Statements (June 2016) and Department Update

Nehmer noted that 2016 is proceeding according to plan.

Kelly questioned Town Road Agreement for damages against for during construction of Carnes Park East parking lot project.

Wiesmann noted no damages during construction.

Nehmer noted that ½ of the payment has been requested for the Snowmobile Alliance.

Nehmer noted that the dog park has a “balance” available for improvements and the department feels that the dog park needs new fencing in certain areas.

9. Discussion and Possible Action on Disc Golf Proposal

Nehmer noted that Mike Harrington, Disc Golf, has proposed to run a disc golf tournament at Carlin Weld (Fall, 2016) and to evaluate a possible future league.

Ward noted: The Parks Ordinance indicates that a permit will be necessary for sales.

The event size is not excessive.

No concerns about sales of merchandise.

The charging of an entry fee for organized event is ok.

May need an informal “donation agreement”.

Nass – would there be exclusive use of the course during the event(s)?

Tietz – questioned room for “another nine” holes.

Wiesmann – 18 pins on the current course. Users can play 18.

Kelly – check references?

Nass motioned to proceed with concept of a disc golf tournament after checking references. Kelly seconded. Motion passes 3/0.

Need to define how funds are used for “Improvements” and written into the Carlin Weld Park account.

10. Discussion and Possible Action on Regulating Dip Netting off the Hubbleton Bridge

Nehmer noted that dip netting routinely occurs off the Hubbleton Bridge. As a result of the bridge inspections, Westbrook Engineers recommends that the County entertain a policy for regulating fishing off the bridge. Current fishing does not appear to be doing damage, however there is a need to avoid pressure against the railings.

Nass – monitor until there is a problem.

Wiesmann – post “fishing is allowed, do not modify bridge.”

Kelly – signage would be helpful.

11. Discussion and Possible Action on Korth Lane Improvements

Hope Oostdik, Town of Lake Mills approached the Parks Committee noting a need to improve the .67 miles of Korth Lane. Township has limited budget and would like to partner with the County by splitting costs. She noted that the park is large gathering place with only three houses served by the township. Oostdik indicated that it is a good time to plan and bid for 2017. Mill and overlay and expand shoulders as much as possible. Make safer and parking friendly.

Nass – agree parking is an issue with large events at the park.

Oostdik – state highway money comes through the County. Perhaps County Highway would engineer the road improvement.

Tietz – questions ability to apply for pass through grants.

Wiesmann – Park users are using Korth Lane as parking for Korth Park.

Nass - questioned the addition of angle parking to the park if/when there is a road construction partnership.

Tietz – establish ROW and bring together Parks, Town and Highway to discuss the options for construction/reconstruction/repair.

Wehmeier – determine scope (mill, cold patch, parking) and assess how to pay with capital budget. Not currently in 2017 budget.

Oostdik – questioned if the County could survey and engineer the project.

Nehmer – will meet with Udovich/Highway, assemble info on ROW width, will meet as a group to discuss.

12. Discussion and Possible Action on Restricting Grilling of Food at the Dog Park

Wiesmann – park user had grill with charcoal at the Dog Park and left grill and hot coals overnight in the park.

Would like to propose no grilling of food at Dog Park.

Nehmer – consider banning of grilling of food anywhere at the dog park, including areas outside of the fenced area.

Nass motioned to ban grilling of food at the dog park. Foelker seconded. Motion passes 4/0.

13. Discussion and Possible Action on Pohlmann Park Silo

Nehmer – department was instructed to have a structural assessment of the silo conducted. Assessment will be 8/23 @ 2pm for a fee of \$1,200 (use funds from parking lot improvement fund).

14. Discussion and Possible Action on State Grant Application to the Wisconsin Department of Natural Resources (DNR) for County Conservation Aids

Nehmer – formula on acreage \$1,560/year for any type of program to improve fish or wildlife habitat. This year the funds are being used at Garman. Proposal to improve Garman again in 2017.

Nass motioned to apply. Foelker seconded. Motion passes 4/0.

15. Discussion and Possible Action on Korth Park Pavilion Curtains

Nehmer noted an interest by committee in extending the season at Korth and to protect users from bad weather by installing pavilion curtains.

Nass – noted that users are going to staple tarps to shelter and the committee needs to prevent stapling into the shelter.

Kelly – noted that the curtains would detract from the shelter.

Tietz – are there examples for the committee to view?

Department will develop additional ideas for wind/rain protection.

16. Discussion on 2016 and 2017 Budgets

Nehmer – indicated that capital for a truck and mower are included in the budget proposal and that the department is approx. \$4,000 lower than requested by Admin.

17. Discussion on Brew with a View

Nehmer – stated that the next Brew with a View is this Thursday. Face Painter will make contribution to County. Press Release, Radio Show tomorrow.

Foelker – suggested ice cream option.

Oostdik – could the kitchen have a keg tap system installed?

Nehmer – good partnership has developed with Tyranaena.

18. Discussion on Rock River Trail signs in Milan

Nehmer – Milan, IL is signing and marketing the Rock River National Water Trail. Does the parks department want to do more marketing and provide more support of the Rock River Water Trail? Worthwhile initiative.

19. Discussion on Glacial Heritage Area (GHA) –Friends of GHA

Fuller – the Friends group has not been able to meet recently.

Nimm – updated GHA maps are being printed.

Wiesmann – river sweep (Jefferson to Fort Atkinson) with volunteers on 9/17.

20. Review annual meeting calendar and set dates for future Park Committee meetings and fall Park Tour.

Next Committee meeting September 19, Parks Tour on October 3.

21. Adjourn

Nass motioned to adjourn at 11:07am. Foelker seconded. Motion passes 4/0.

Next scheduled meetings: September, 2016
 October, 2016
 November, 2016
 December, 2016

Respectfully Submitted,

Mary S. Nimm, Program Assistant, Parks



STEVE SHARP/Daily Times

Today's Interurban Trail tour

County and state officials gathered this morning for a tour of the Watertown portion of the Interurban Recreation/Transportation Bike and Pedestrian Trail that is hoped to someday link the city with Milwaukee's lakefront. From left at the gathering are Wisconsin Department of Natural Resources community service specialist Cheryl Housley, Mary Nimm of the Jefferson County Parks Department, Augie Tietz who serves as Jefferson County Parks Committee chairman and Joe Nehmer, Jefferson County Parks Department director. The portion of the trail toured by the group today runs from the intersection of Clark and Humboldt streets to the river, a stretch of about a mile-and-a-half.

INTERURBAN TRAIL

Trail to close temporarily

BY STEVE SHARP
steves@wdtimes.com

JEFFERSON — After having just gathered for a tour of the Watertown portion of the Interurban Recreation/Transportation Bike and Pedestrian Trail, state and county officials have learned they will have to temporarily close that section for repair.

According to Jefferson County Parks Committee Chairman Augie Tietz, the closure will not last a very long time.

“We have received some bad news from We Energies that we have to temporarily close the interurban trail,” Tietz told the Daily Times. “They had hired an engineering firm to test the



Contributed photo

The interurban bike and pedestrian trail on Watertown’s southeast side will see temporary closure in the coming days to allow for some repairs to be made.

(Continued on back, col. 1)

Trail to close —

(Continued from page 1)

25 100-year-old cross culverts and cattle tunnels. The testing revealed an abandoned cattle tunnel about halfway down the trail from Humboldt Street. The ceiling was cracked and ready to collapse. As a result, they will be collapsing the tunnel, filling it and rebuilding the trail.”

The elevated right of way was once home to a rail line and that was the reason for the cattle tunnels.

At this time, Tietz said, he and parks department officials are hoping the work can be ac-

complished within 30 days.

“We will keep the public informed as this progresses,” he said.

On Aug. 23, Wisconsin Department of Natural Resources community service specialist Cheryl Housley, Mary Nimm of the Jefferson County Parks Department, Tietz and Joe Nehmer, Jefferson County Parks Department director, gathered for a tour of the trail that runs just east of Watertown.

When the trail is complete, it will someday link Watertown with the lakefront of Milwaukee.



Building Envelope Consulting
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Forensic Engineering

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August 29, 2016

Mr. Brian M. Udovich, P.E.
Highway Operations Manager
Jefferson County Highway Department
1425 South Wisconsin Drive
Jefferson, WI 53549

**RE: Structural Inspection of the
 Pohlmann Park Silo
 N4809 Duck Creek Road
 Helenville, WI 53137**

Dear Mr. Udovich:

Per your request, ZS LLC (ZS) has prepared the following report summarizing our observations and recommendations pertaining to the structural inspection of the silo located at N4809 Duck Creek Road, Helenville, Wisconsin. The purpose and scope of the investigation is to examine the silo and provide recommendations for structural repair.

OBSERVATIONS/RECOMMENDATIONS

The Pohlmann Park silo is constructed from split face concrete block and has a diameter of approximately 10 feet and a height of 20 feet (Photo 1). The original silo roof no longer exists and the top of the silo is covered with a thin masonry cap with a rectangular opening (Photo 2). On the west elevation of the silo, a 2 foot wide section of plywood covers a vertical opening that terminates 2 block courses below the cap. The base of the silo is surrounded by stone. On August 23, 2016, a site visit was performed to document the condition of the silo structure. The silo was observed from both grade level and a boom lift. Specific observations and recommendations are as follows:

- The brick below the cap is cracked at multiple locations and there are missing sections of both brick and concrete block (Photos 2 and 3). The loose/spalled brick presents a falling debris hazard and should be removed.
- Step cracking exists at two locations below the cap. The first step crack is located at the Southeast elevation (Photo 4) and the second step crack is located at the West elevation above the plywood closure (Photo 5). These areas should be tuckpointed and cracked block should be replaced.
- The silo cap is deteriorated and the rectangular opening is accelerating the deterioration of the interior of the silo and permitting birds/bats/insects to nest within (Photo 2). The existing cap should be demolished and replaced with a new solid precast cap.
- The 2 foot wide, full-height opening at the west elevation is also accelerating the deterioration of the interior of the silo and permitting birds/bats/insects to nest within (Photo 1). It is recommended that this opening be permanently sealed with concrete block and an access door be installed at the bottom. Vents with screens should be installed at the base of the silo and below the cap to permit venting and reduce deterioration resulting from internal condensation (i.e. corrosion and freeze/thaw).



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August 30, 2016

Invoice Number: 167114-01
 Customer ID: N/A

TO: Jefferson County
 Attn: Brian Udovich
 1425 South Wisconsin Drive
 Jefferson, WI 53549

PROJECT: Pohlmann Park Silo Structural Assessment

ITEMS: For Structural Engineering services performed in August 2016.

Item	Lump Sum Amount	Previous Billing	Due This Period	Total Completed to Date
Site visit and report with recommendations	\$1,200	\$0	\$1,200	\$1,200
TOTAL DUE THIS PERIOD	\$1,200			

Invoice Date: August 30, 2016

Invoice Total: \$1,200

Terms: Due within 30 days
 Checks Payable to: Ziad Salameh LLC
 Remittance to Ziad Salameh LLC Address
 Please Pay from Invoice, and Show Invoice Number on Remittance

Mr. Brian Udovich
 Structural Inspection of the Pohlmann Park Silo
 August 30, 2016
 Page 2

We estimate a cost of \$27,800 to perform the recommended repairs (excluding A/E fees). A breakdown of the various costs can be found in Figure 1. We recommend these repairs be made within the three years and that any loose brick at the chimney cap should be removed immediately.

POHLMANN PARK SILO REPAIR ESTIMATE					
Task No.	Work Task Description	TOTAL QTY	Unit	Unit Cost	Estimated Cost
G1	MOBILIZATION AND GENERAL CONDITIONS	1	L.S.	\$ 2,500.00	\$ 2,500.00
G2	SCAFFOLDING	1	L.S.	\$ 3,000.00	\$ 3,000.00
1	DEMOLISH EXISTING SILO CAP	1	L.S.	\$ 2,000.00	\$ 2,000.00
2	TUCKPOINTING; PERFORM GRINDING AND TUCKPOINTING AT ALL STEP CRACK LOCATIONS.	20	L.F.	\$ 10.00	\$ 200.00
3	VERTICAL AND STEP CRACK REPAIR: REMOVE DAMAGED/DISPLACED CONCRETE BLOCK UNITS FROM AREA AND REPLACE IN-KIND. TUCKPOINT VERTICAL OR STEP CRACKS.	15	L.F.	\$ 100.00	\$ 1,500.00
4	INSTALL NEW PRECAST CONCRETE SILO CAP WITH DOWELS TO EXISTING WALLS.	1	L.S.	\$ 5,000.00	\$ 5,000.00
5	REMOVE PLYWOOD AT VERTICAL OPENING AND INFILL WITH CONCRETE BLOCK AND ACCESS DOOR. INSTALL VENTS AT BASE AND TOP OF SILO.	1	L.S.	\$ 7,500.00	\$ 7,500.00
6	PAINT CHIMNEY	800	S.F.	\$ 2.00	\$ 1,600.00
				20% CONTINGENCY	\$ 4,500.00
				Total	\$ 27,800.00

Figure 1: Silo Repair Estimate

Please call or email if you have any questions or comments.

Respectfully,

ZS LLC

Ryan M. Larson, PE, SE
 Senior Structural Engineer





Photo 1: West Elevation of Silo (Arrow Points to Plywood Cover)



Photo 2: Silo Cap w/ Rectangular Opening (Arrow Points to Missing Brick)

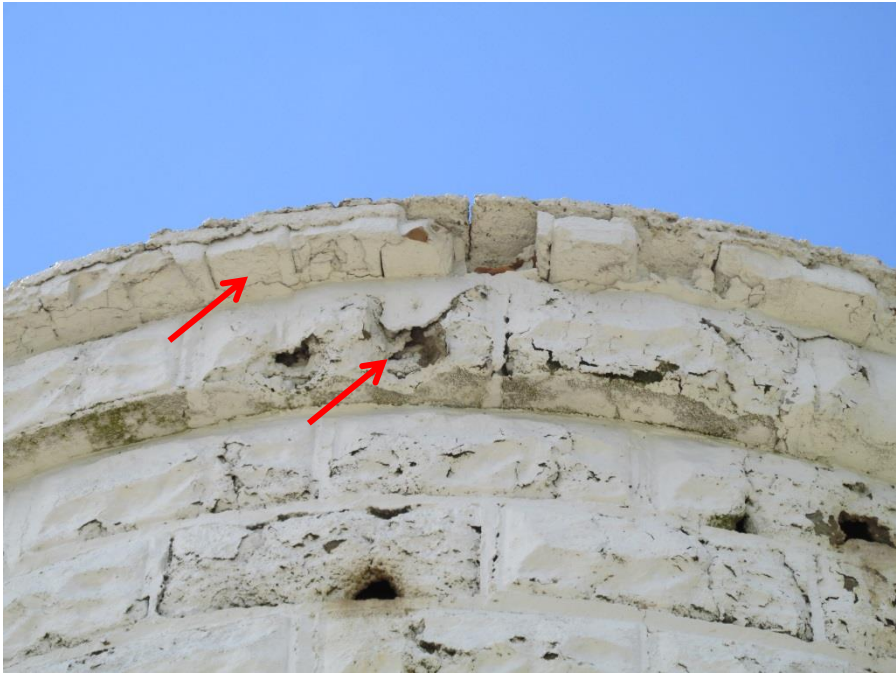


Photo 3: Spalled Brick and Block below Cap

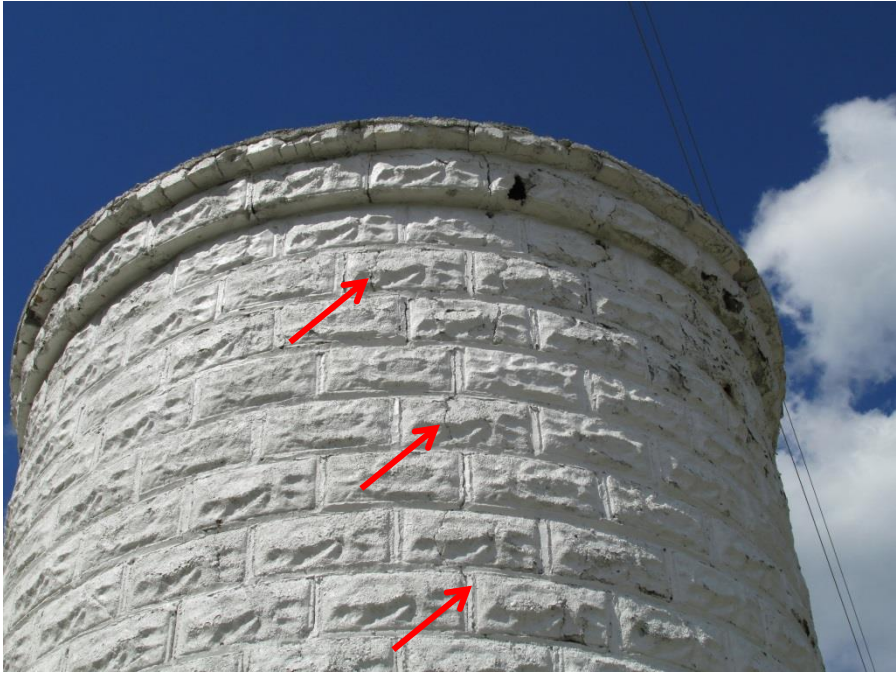


Photo 4: Step Crack at Southeast Elevation



Photo 5: Step Crack at West Elevation

Brew with a View 2016				
	June	July	August	
Beer	\$ (597.25)	\$ (1,130.02)	\$ (1,287.50)	<i>Paid for by Tyranena</i>
Band	\$ (350.00)	\$ (300.00)	\$ (250.00)	<i>Paid for by Tyranena</i>
Bartenders	\$ (90.00)	\$ (100.00)	\$ (175.00)	<i>Paid for by Jefferson County</i>
Cash/Check Deposit:	\$ 1,515.75	\$ 2,986.00	\$ 3,828.50	
	Cash Deposit Total			\$ 8,330.25
	Net Proceeds Less Payment to Bartenders:			\$ 8,695.25

Jefferson County
Parks Totals

Date Ran 8/22/2016
Period 7
Year 2016

Business Unit	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
1801 Parks	Revenue	(62,466.70)	(63,568.50)	(474,978.15)	(444,979.50)	(29,998.65)	(762,822.00)	(287,843.85)	62.27%
	Expenditures	78,439.88	75,822.75	452,602.83	530,759.25	(78,156.42)	909,873.00	457,270.17	49.74%
	Other Finances	-	-	-	-	-	-	-	#DIV/0!
Total		15,973.18	12,254.25	(22,375.32)	85,779.75	(108,155.07)	147,051.00	169,426.32	0.00%
1806 Carol Liddle	Revenue	(29.12)	-	(191.47)	-	(191.47)	-	191.47	#DIV/0!
	Expenditures	-	6,802.33	-	47,616.28	(47,616.28)	81,627.91	81,627.91	0.00%
	Other Finances	-	-	-	-	-	-	-	#DIV/0!
Total		(29.12)	6,802.33	(191.47)	47,616.28	(47,807.75)	81,627.91	81,819.38	0.00%
1809 Carlin Weld	Revenue	-	(2,083.33)	(75.60)	(14,583.33)	14,507.73	(25,000.00)	(24,924.40)	0.30%
	Expenditures	-	4,166.67	205.00	29,166.67	(28,961.67)	50,000.00	49,795.00	0.41%
	Other Finances	-	2,083.33	-	14,583.33	(14,583.33)	25,000.00	25,000.00	0.00%
Total		-	4,166.67	129.40	29,166.67	(29,037.27)	50,000.00	49,870.60	0.00%
1811 Korth Park	Revenue	-	-	-	-	-	-	-	#DIV/0!
	Expenditures	-	-	-	-	-	-	-	#DIV/0!
	Other Finances	-	-	-	-	-	-	-	#DIV/0!
Total		-	-	-	-	-	-	-	0.00%
1812 Carnes Park	Revenue	(16.00)	(5,688.00)	(13,890.99)	(39,816.00)	25,925.01	(68,256.00)	(54,365.01)	20.35%
	Expenditures	640.45	21,802.29	2,050.31	152,616.06	(150,565.75)	261,627.53	259,577.22	0.78%
	Other Finances	-	-	-	-	-	-	-	#DIV/0!
Total		624.45	16,114.29	(11,840.68)	112,800.06	(124,640.74)	193,371.53	205,212.21	0.00%
1813 Park Buildings	Revenue	(1,392.67)	(1,392.67)	(10,488.69)	(9,748.67)	(740.02)	(16,712.00)	(6,223.31)	62.76%
	Expenditures	1,349.79	1,392.67	7,525.03	9,748.67	(2,223.64)	16,712.00	9,186.97	45.03%
	Other Finances	-	-	-	-	-	-	-	#DIV/0!
Total		(42.88)	(0.00)	(2,963.66)	-	(2,963.66)	-	2,963.66	0.00%
1814 Garman Nature	Revenue	-	-	-	-	-	-	-	#DIV/0!
	Expenditures	-	41.67	-	291.67	(291.67)	500.00	500.00	0.00%
	Other Finances	-	(14.23)	-	(99.64)	99.64	(170.81)	(170.81)	0.00%
Total		-	27.43	-	192.03	(192.03)	329.19	329.19	0.00%
1816 Glacial Heritage	Revenue	-	-	-	-	-	-	-	#DIV/0!
	Expenditures	-	1,837.83	-	12,864.83	(12,864.83)	22,054.00	22,054.00	0.00%
	Other Finances	-	(278.75)	-	(1,951.25)	1,951.25	(3,345.00)	(3,345.00)	0.00%
Total		-	1,559.08	-	10,913.58	(10,913.58)	18,709.00	18,709.00	0.00%
1821 Snowmobile Trails	Revenue	-	(3,806.25)	(22,837.50)	(26,643.75)	3,806.25	(45,675.00)	(22,837.50)	50.00%
	Expenditures	-	3,806.25	-	26,643.75	(26,643.75)	45,675.00	45,675.00	0.00%
	Other Finances	-	-	-	-	-	-	-	#DIV/0!
Total		-	-	(22,837.50)	-	(22,837.50)	-	22,837.50	0.00%
1824 Bike Trail	Revenue	(3,131.00)	(116,666.67)	(96,863.42)	(816,666.67)	719,803.25	(1,400,000.00)	(1,303,136.58)	6.92%
	Expenditures	-	116,989.58	1,537.32	818,927.08	(817,389.76)	1,403,875.00	1,402,337.68	0.11%
	Other Finances	-	746.11	-	5,222.78	(5,222.78)	8,953.33	8,953.33	0.00%
Total		(3,131.00)	1,069.03	(95,326.10)	7,483.19	(102,809.29)	12,828.33	108,154.43	0.00%
1826 Dog Park	Revenue	(2,031.44)	(3,275.00)	(31,196.18)	(22,925.00)	(8,271.18)	(39,300.00)	(8,103.82)	79.38%
	Expenditures	2,250.20	8,512.42	12,915.61	59,586.92	(46,671.31)	102,149.00	89,233.39	12.64%
	Other Finances	-	(469.25)	-	(3,284.73)	3,284.73	(5,630.96)	(5,630.96)	0.00%
Total		218.76	4,768.17	(18,280.57)	33,377.19	(51,657.76)	57,218.04	75,498.61	0.00%
1840 Groundskeeping	Revenue	(5,553.38)	(4,160.50)	(31,044.89)	(29,123.50)	(1,921.39)	(49,926.00)	(18,881.11)	62.18%
	Expenditures	5,379.66	4,160.50	31,044.87	29,123.50	1,921.37	49,926.00	18,881.13	62.18%
	Other Finances	-	-	-	-	-	-	-	#DIV/0!
Total		(173.72)	-	(0.02)	(0.00)	(0.02)	-	0.02	0.00%
Total All Business Units	Revenue	(74,620.31)	(200,640.92)	(681,566.89)	(1,404,486.42)	722,919.53	(2,407,691.00)	(1,726,124.11)	28.31%
	Expenditures	88,059.98	245,334.95	507,880.97	1,717,344.67	#####	2,944,019.44	2,436,138.47	17.25%
	Other Finances	-	2,067.21	-	14,470.49	(14,470.49)	24,806.56	24,806.56	0.00%
Grand Total Parks		13,439.67	46,761.25	(173,685.92)	327,328.75	(501,014.67)	561,135.00	734,820.92	-30.95%