

**WAUPACA COUNTY PARKS & RECREATION COMMITTEE**  
**Meeting Minutes – February 27<sup>th</sup>, 2017**  
**Waupaca County Courthouse**

Vice Chair Sorensen called the meeting to order at 9:00 a.m. and gave the open meeting statement.

**Roll Call:** Chair Joe McClone was excused; Vice-Chair Gene Sorensen; Supervisors Lee Much, Dona Gabert and Fred Zaug. Others present: John Francis.

**Review and Approve Agenda:** Motion by Zaug, seconded by Much to approve the agenda. Motion carried without a negative vote.

**Approve Minutes of Previous Meeting:** Motion by Gabert, seconded by Much to approve the January 25<sup>th</sup> and February 23<sup>rd</sup>, 2017 minutes. Motion carried without a negative vote.

**Public Comment/Correspondence:** Sorensen opened the meeting for public comment. There was none.

**Grandstands Pavilion:** Francis reported on the results of the bid opening and that he had talked with the low bidder about the bid and was satisfied that the bid met the requirements of our specifications. Motion by Zaug, seconded by Sorensen to accept the bid of W. Much Construction for construction of a new Grandstands Pavilion Building for a project cost of \$375,800.00. Motion carried without a negative vote. Francis also shared a letter he had written to the Finance Committee that explained his request to shift funding from several bond projects that came in under budget to the Grandstands Pavilion project. These funding changes are to be considered at the March 8<sup>th</sup> Finance Committee Meeting.

**White Lake Boat Launch Upgrade, Little Wolf Boat Launch Restroom Upgrade, and Shaw's Landing Restroom Projects:** Francis reported that funding has been secured for all three projects, gave some details on each and answered a few questions about each. He reported that he would like to put all three projects out to bid and have them awarded at the next regular Park Committee Meeting. Motion by Zaug, seconded by Much to put the White Lake Boat Launch Upgrade, the Little Wolf Restroom, and the Shaw's Landing Restroom out to bid with a bid opening date of April 6<sup>th</sup> and award at the Park Committee Meeting April 12<sup>th</sup>, 2017. Motion carried without a negative vote.

**Resolution No. 34 – North Lake Boat Launch Upgrade:** Francis reported that a resolution was required to participate in the grant funding process. This will allow the County to apply for a 50% matching grant for the CIP funds that have been allocated to this project. Motion was made by Gabert, seconded by Much to approve Resolution 34 and send it to County Board. Motion carried without a negative vote.

**Director Report**

- a. **Department Activities:** Francis reported that the new Dog Park group wanted to come to the next Park Committee Meeting to discuss the King Area Dog Park. He also reported that the DNR has approved funding to remove the depot building in Ogdensburg and that he will be getting quotes to have that completed soon. Francis also reported that he met with a group that is interested in expanding/remodeling the Hog-Sheep Barn at the Fairgrounds. They plan to meet again soon to discuss specifics on what is needed and how the project would be funded.

- b. 2017 Project & Purchase Update:** Francis handed out a spreadsheet on the various projects that are coming up for 2017 and explained the progress on each. He stated that there is a new pickup truck to order for Parks this year and that he would like to bid that out for a bid opening on April 6<sup>th</sup>, 2017. Motion was made by Gabert, seconded by Zaug to put the truck out to bid. Motion carried without a negative vote.
- c. New Park Caretaker Position Update:** Francis reported that the open period for applications had closed and he had 47 applications to review. Interviews are to be scheduled around the week of March 6<sup>th</sup>, with the earliest possible start date being April 1<sup>st</sup>

**Upcoming Meetings:** A bid opening meeting with Chair McClone and Parks staff was set for 9am April 6<sup>th</sup>, 2017.

The next regular Committee Meeting was set for 9am April 12<sup>th</sup>, 2017 at the Waupaca County Courthouse.

**Adjourn:** Motion by Zaug, seconded by Much to adjourn. Motion carried without a negative vote.

The meeting adjourned at 10:30 a.m.

Submitted by,

John D. Francis  
Parks and Solid Waste Director