

WAUPACA COUNTY PARKS & RECREATION COMMITTEE
Meeting Minutes – April 12th, 2017
Waupaca County Courthouse

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

Roll Call: Chair Joe McClone; Vice-Chair Gene Sorensen; Supervisors Lee Much, Dona Gabert and Fred Zaug. Others present: Bob and Christine Faulks, Ann Casamassa, Darrin Mann, and John Francis.

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

Approve Minutes of Previous Meeting: Motion by Gabert, seconded by Much to approve the February 27th, 2017 minutes. Motion carried without a negative vote.

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

ToTo Foundation – Tails to Trails Dog Park: Bob and Christine Faulks were present to give an update on the Tails to Trails Dog Park project. They are going to add a small dog area on the 28th of April and have about 40 students coming for a volunteer work day. They explained why the park was laid out the way it has been and that it is to be used for more than just a place for dogs to run around. They are encouraging people to get exercise by walking the trails. There will be opportunities for bird watching and reflection around the wetland area they have created.

Bob Faulks asked the Committee where they should go from this point as the group would like to turn over the operation of the Dog Park to the County Parks Department once the park is ready to open. There was discussion as to how this change of hands would function if the County Board approved of it, should it be an easement or a lease? Francis added that there would be several steps required and many questions answered prior to bringing it to the County Board for approval. Discussion included; How much would it cost to maintain the park? Would it be self-supporting? A fee would be charged to use the park, this would go a long way toward funding maintenance. It was discussed that the County should check with Portage County Parks to get a list of pros and cons from their large dog park. Christine Faulks talked about the friends group they have established for the park and that it would remain in place to raise funds and volunteer to help keep the park in good condition.

Motion was made by Gabert, seconded by Much for the County Parks Department to gather all the information required and draw up example easement/lease agreements to bring to the various required committees and eventually the full County Board for the County to take over operations of the park. Motion carried without a negative vote.

There was then a discussion on when a presentation should be made to the County Board. It was decided that we should present the project to the County Board in May and possibly bring it before the Board for a vote in June. Francis was directed to work with the ToTo group to bring the presentation together.

White Lake Boat Launch Upgrade: Francis reported on the results of the bid opening and that he found no reason not to go with the low bid. Motion by Sorensen, seconded by Zaug to award the project to Pember Companies of Menomonie for a cost of \$34,600.00. Motion passed without a negative vote.

Little Wolf Boat Launch Restroom Upgrade: Francis reported that there was only one bid for this project and that it fell within the expected price range. He also stated that the County has several other restrooms from that company and has been happy with the product. Motion was made by Gabert, seconded by Zaug to award the bid to Huffcutt Concrete of Chippewa Falls for a total cost of \$28,115.00. Motion carried without a negative vote.

Shaw's Landing Restroom Project: Francis reported that there was only one bid for this project and that it fell within the expected price range. Motion was made by Zaug, seconded by Gabert to award the bid to Huffcutt Concrete of Chippewa Falls for a total cost of \$28,115.00. Motion carried without a negative vote.

¾ Ton Truck – Bid Results: Francis reported that all the bids were over the budgeted amount of \$37,000 but due to the fact that we will be selling a vehicle and a couple trailers the Finance Department has approved surpassing the budgeted amount. There was a discussion about the various brands of trucks and considerations of where warranty maintenance can be obtained. Various other factors were discussed as well. Motion was made by Zaug, seconded by Gabert to award the bid to Clintonville Motors for \$42,245.00 in consideration of them paying to the County 0.5% sales tax for all vehicles they sell. Motion carried without a negative vote.

Fairgrounds Camping Update: Casamassa gave a report on the work she has been doing to change how camping is run at the Fairgrounds. One change would allow up to 12 camping sites in the south parking lot for fair attendees with the Fair Board responsible for marking out and properly managing the sites. She also set up a group camping area near the horse arena to eliminate an area of non-compliance during the Fair of 2016. A motion was made by Much, seconded by Gabert to approve the changes to Fairground camping policies and to review next year to see if more changes are needed. Motion carried without a negative vote.

Keller Dam Break Analysis: Francis reported that he had been in contact with the DNR regarding the requirement that a dam break analysis be completed for Keller Lake Dam. The analysis was supposed to have been completed in 2008 but has been pushed back. There was discussion about what the report is for and who does that work. McClone stated that the Highway Department should be contacted to see if their new engineer could do that sort of work, Francis will check into that. Francis will explore different options to complete the work and may request special funding through the Finance Committee to complete the work this year.

Tomorrow River State Trail – Equestrian Use: Mann reported that there is a group of horse riders interested in opening the Waupaca County part of the TRST to horse use. He said the south side of the trail could be designated and signed for horse use. This would eliminate the need to have a parallel trail separate from the main surface which would be difficult and costly to maintain. Mann stated that the group is well organized and is already fundraising for this project. A motion was made by Gabert, seconded by Much to allow horse use on the south side of the main trail surface to be reviewed annually. Motion carried without a negative vote.

Director Report

- a. **Department Activities:** Francis reported that Fairgrounds storage take-out is to happen on April 29th, Gill's and Shaw's Landings have been very busy and he has been spending a lot of time working with Snowmobile Clubs on the new computer based reporting program (SNARS).

- b. 2017 Project & Purchase Update:** Francis handed out a spreadsheet of the projects that are to be completed this year and reviewed the progress on each of them.
- c. New Park Caretaker Position Update:** Francis reported that the new Parks Caretaker has been selected and will begin work on May 1st. He also reported that they are still interviewing for one more seasonal position.

Upcoming Meetings:

The next regular Committee Meeting was set for **Tuesday May 2nd, 2017 at 9am** at the Waupaca County Courthouse. This will return the Park Committee meetings to the “first Tuesday” scheduling and avoid conflicts with the Finance Committee meetings.

Closed Session: Motion was made by Much, seconded by Gabert to go into closed session pursuant to WI State Statutes 19.85(1)(c) for the purpose of consideration of annual department head performance evaluation. Motion carried with a roll call vote without a negative vote.

Adjourn: Motion was made by Much, seconded by Gabert to adjourn in closed session. Motion carried by a roll call vote without a negative vote.

The meeting adjourned at 11:05 a.m.

Submitted by,

John D. Francis
Parks and Solid Waste Director