

Unofficial Until Approved

Forestry & Parks Committee Minutes

January 15, 2019; 9:00 a.m.

Courthouse Auditorium, Neillsville, WI

Call to order 9:04 a.m.

Supervisors Present: Tom Wilcox, Dean Zank, Joe Waichulis, and Allen Krause, Jr

Supervisors Absent: Al Bower

Others present for all or some of the meeting: Rick Dailey – Forestry and Parks Administrator; John Wendorski – Forestry Manager; Marcus Aumann – Parks & Programs Manager; Daryn Horn – Facilities Supervisor; Mary Olson-Back – Office Business Manager; Einar Fransen – DNR Liaison; Jake Brunette – Corporation Counsel; Daniel Borchardt– MSA; Chrissy Shaw – WI DNR

The Administrator presented the December 11, 2018 minutes for committee approval. Motion by Joe Waichulis, seconded by Dean Zank to approve the December 11, 2018 minutes as presented. Voice vote, all ayes, motion carried.

The Administrator informed the committee there was no financial report available. Discussion held on implementation of the new Munis software. Mary Olson-Back shared samples of the new gift cards being used by the Department for committee review. No action taken.

Marcus Aumann presented a contract for engineering services for Russell Memorial County Park storm water Project with MSA Engineering for committee approval. Daniel Borchardt, representing MSA, reviewed the scope of work detailed in the contract with the Committee. The Committee felt it was important to include blackout dates in the bid advertisement to avoid impacting the busiest months of summer usage within the project area. Motion by Dean Zank, seconded by Allen Krause to approve the contract for engineering services for Russell Memorial County Park storm water Project with MSA as presented and include blackout dates for the project from June 20th through September 9th in the bid advertisement. Voice vote, all ayes, motion carried.

The Administrator and County Attorney presented Resolution 3-1-9 AMENDING LAND LEASE AGREEMENT FOR VERIZON COMMUNICATIONS TOWER IN HATFIELD for committee approval. The Administrator also reviewed and email from a concerned citizen living in the Rock Dam area that felt the Department should negotiate a new cell tower in the Rock Dam area as part of the new lease agreement. The committee did not feel the Department had any authority to ask for such terms as part of this lease agreement and it was likely that such a demand could jeopardize this lease that has already been negotiated. Motion by Joe Waichulis, seconded by Dean Zank to approve Resolution 3-1-9

AMENDING LAND LEASE AGREEMENT FOR VERIZON COMMUNICATIONS TOWER IN HATFIELD as presented. Voice vote, all ayes, motion carried.

Daryn Horn presented the inmate labor report for committee review. Inmate crews worked at Bruce Mound installing the rope tow, padding, and chalet setup. They also have been clearing woody brush and trees immediately adjacent to the Mead Lake earthen embankment to help prevent further seepage and prepare the area for possible repair. No action taken.

Marcus Aumann presented the current WI DOT equipment rates as the official Forestry and Parks Department equipment rates for committee approval. Motion by Joe Waichulis, seconded by Allen Krause to approve the current WI DOT equipment rates as the official Forestry and Parks Department equipment rates as presented. Voice vote, all ayes, motion carried.

Marcus Aumann presented a demo of new recreation management software called RecTrac. Marcus indicated that there were several options the committee could consider including outright purchase or leasing the software as well as storing the data on the County server or hosting it in a cloud based format on the internet. The IT department has looked at the software and is researching whether or not it is best to keep the data housed on the County server. Motion by Joe Waichulis, seconded by Dean Zank to purchase the software with annual maintenance contingent upon it being stored in house.

The Administrator updated the committee on progress of the Fairgrounds revitalization project. To date, \$116,000 has been donated or pledged for the project. Joe Waichulis reported to the committee on the recent Fair conference that was attended by the Administrator, Daryn Horn, and the Fair Board. No action taken.

Marcus Aumann presented a revised club trail maintenance agreement for committee approval. Motion by Joe Waichulis, seconded by Dean Zank to approve the revised club trail maintenance agreement as presented. Voice vote, all ayes, motion carried.

The Administrator presented a request from the Friends of the Black River to install a used fishing line recycling receptacle in Section 7 of Levis Township for committee approval. The Friends of the Black River will purchase all the materials, build the receptacle, install the receptacle, and maintain/empty it as needed with no burden to the Department. Motion by Allen Krause, seconded by Joe Waichulis to approve the request from the Friends of the Black River to install a used fishing line recycling receptacle in Section 7 of Levis Township at the specific location approved by the Department and as presented. Voice vote, all ayes, motion carried.

Class and Compensation Study – No report

The Administrator discussed changing the office assistant position from part-time status to full-time status. The Administrator reviewed the increase in workload that has occurred due to changes in Department function as well as the Munis software implementation as reasons for the need. Motion by

Joe Waichulis, seconded by Dean Zank to approve the request to change the office assistant position from part-time status to full-time status as presented. Voice vote, all ayes, motion carried.

Under General Department Updates – The Administrator reported that seasonal employment status was added to the Mead Lake Dam Operator position so he can be compensated for additional work outside his dam operator duties. The department may change several part-time employees to seasonal employees since they are not putting in enough hours to justify part-time status. Those positions will then be filled with individuals who would work more hours.

Under Forest Management Update, John Wendorski reviewed DNR calendar timber sale accomplishment reports. Discussion held on current logging conditions, direct sale of two timber tracts, Town Road Grant application materials being distributed to Town Chairs, upcoming WCFA meeting schedule including possible overnight stays for the Administrator, EAB contact follow-up and new time standards calculation. Einar Fransen discussed year to date DNR time standards accomplishments.

Under Parks Management Updates, Marcus Aumann reported that he is negotiating with Selk electronics to possibly provide internet services at Rock Dam or Mead Lake campgrounds.

Under Trails Management Update, Marcus Aumann reported that the winter ATV/Snowmobile trails have been closed due to very icy and unsafe conditions. Trails will reopen if conditions improve. The Department is planning to host a Statewide trail building training course at Levis Mound this summer or fall. The DNR has officially recognized that the County trails designated as trail-routes are ok to maintain that status and receive full funding. The Division Ave snowmobile trail vandalism case is going to court in the coming months.

Under Fairgrounds Management Update, Daryn Horn shared some band shell designs with the committee for feedback. The Administer reported that the Department is waiting for a response from the Dairy Committee regarding financial assistance to add concrete to the Jr. barn and the electronic message board on the new fairgrounds sign has not been working correctly for several weeks and is awaiting repair.

Under Bruce Mound Management Update, Daryn Horn reported that all the snow has been made on all the runs, slopes are icy due to several rain events that past month, December 2018 attendance was well above December 2017 numbers, the Department is working on a survey that will be handed out to customers to improve services at the hill, and the tiller on piston bully is in need of repair or replacement. Mary Olson-Back reported that the Department has sold over 70 new season passes this year so far.

Under Dams Management Updates – The Administrator reported the Mead Lake Emergency Action and Maintenance Plans have been completed and submitted to the DNR for review and the Southern Clark County Sportsman Club recently installed the aerator at Sherwood Lake.

Wage rate changes were presented to committee for review.

Vouchers for December 2018 were presented for committee approval. Motion by Joe Waichulis, seconded by Tom Wilcox to approve vouchers for December 2018 as presented. Voice vote, all ayes, motion carried.

The Committee Chair opened the floor for public comment. No comments received.

Next meeting date was set for February 12, 2019 at 9:00 a.m. in the Courthouse Auditorium.

Motion to adjourn at 3:28 p.m. by Joe Waichulis, seconded by Allen Krause. Voice vote, all ayes, motion carried.

Rick Dailey, Secretary