

**Parks Committee Meeting**  
**Courthouse Conference Room A231**  
**May 7, 2012 9:00 a.m.**

**Call to Order:** Meeting was called to order at 9:00 a.m. by County Clerk Cindy Phillippi.

**The meeting was properly announced.**

**Appoint Committee Chairperson, Vice Chairperson, and Secretary:** Motion by Roseberry/Miller to appoint Bob Eggebrecht Parks Committee Chairperson. Motion carried by unanimous vote. County Clerk left meeting at this time. Motion by Kotlowski/Pissillini to appoint Bill Miller Parks Committee Vice Chairperson. Motion carried by unanimous vote. Motion by Miller/Eggebrecht to appoint Jerry Kotlowski Parks Committee Secretary. Motion carried by unanimous vote.

**Introduce Clerical and Management Park Staff to Committee:** Director introduced himself and park staff present to Committee and reviewed these and other park positions with Committee.

**Roll Call:** Committee Members: Bob Eggebrecht, Jerry Kotlowski, Bill Miller, Paul Pisellini, and Jake Roseberry. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Cindy Phillippi – County Clerk, and Steve Zoulek – New Chester Township Supervisor.

**Approve Agenda:** Motion by Kotlowski/Pisellini to approve the agenda as presented. Motion carried by unanimous vote.

**Previous Minutes:** Motion by Miller/Pisellini to approve the April 10, 2012, minutes as printed. Motion carried by unanimous vote.

**Mr. Zoulek to Discuss Patrick Lake County Park:** Mr. Zoulek, Town of New Chester Supervisor, reviewed a proposal from the Township to assume management of Patrick Lake County Park for the 2012 spring/summer/fall season with the assistance of various interested local organizations, as a trial basis, and if all goes well the Township would request the property be deeded over to them beginning January 1, 2013. The Committee, Director, and Mr. Zoulek discussed at length. Motion by Miller/Roseberry to approve the New Chester Township Proposal to maintain and operate Patrick Lake County Park for the 2012 season as proposed in the Town of New Chester's Correspondence dated April 30, 2012, as attached. The Committee further accepts the Town of New Chester's offer as highlighted in their April 30<sup>th</sup> correspondence, providing Corporation Counsel approves the transfer. Motion to include notification to the Parks Department/Committee by New Chester Township by November 1, 2012, if the Township intends to have Adams County deed the Patrick Lake Property over to New Chester Township beginning January 1, 2013. Motion carried by unanimous vote. Mr. Zoulek left the meeting at this time.

Motion by Miller/Kotlowski to approve Patrick Lake County Park user fee not be implemented per Adams County Parks Ordinance # 6-2008, Section 1.6., if Corporation Counsel approves the temporary transfer of Patrick Lake County Park to New Chester Township. Motion carried by unanimous vote.

***Agenda Items:***

**Correspondences /Special User Requests:** Motion by Miller/Roseberry to approve the Castle Rock Bassmasters request to hold the Rick Klein Memorial Fishing Tournament and sell concessions at Castle Rock Park June 23-24, 2012, per Adams County Park Ordinance #6-2008, Section 1.6. Motion to include approval for Merry Petitclair to hold sailing lessons to include minors, at various County Parks as appropriate providing she provides proof of insurance releasing the County of liability per Adams County Park Ordinance #6-2008, Section 1.6. Lessons may not interfere with fishing tournaments or other events/operations at the Parks. Motion carried by unanimous vote.

**Public Participation on Agenda Items:** See Mr. Zoulek above.

**Overview of Park Operations:** Darren reviewed the North end Parks operations and Mark reviewed the South end of the County Parks operations for Committee. Director reported the Department also has a South end Caretaker; however, that position is currently vacant.

**ATV Campground Development Resolution:** Coordinator reviewed the ATV Campground project and the Administrative/Finance Committee approved Resolution with Committee. Discussion followed. Motion by Miller/Pisellini to approve the Petenwell Park ATV Campground Resolution and forward to County Board for approval. Motion to include setting up a meeting with the Town of Monroe to discuss preservation of the Township Roads. Motion carried, all yes, Roseberry no.

**Filling Park Aide Level III Positions Internally and/or Externally:** Director reviewed previous Park hiring procedures with Committee. Motion by Miller/Roseberry to fill the Park Aide Level III positions internally. Motion carried by unanimous vote. Petenwell Park will re-fill the Park Aide Level II position; however, Castle Rock Park will not due to budget constraints.

**Filling Swim Program Coordinator Position Internally and/or Externally:** Director reported the current Swim Program Coordinator has requested to step down from the Coordinator's position. Motion by Kotlowski/Miller to approve the current Swim Program Coordinator move into the Assistant Swim Program Coordinator's position and the current Assistant Swim Program Coordinator move into the Swim Program Coordinator position. Motion carried by unanimous vote.

**Revenue Report:** Motion by Kotlowski/Pisellini to approve the revenue report as presented. Motion carried by unanimous vote.

**Expense Check Summary Report and Expense Report:** Motion by Kotlowski/Pisellini to approve the expense check and expense reports as presented. Motion carried by unanimous vote.

**Future Agenda Items:** Committee Tour of County Park Recreational Facilities.

**Set Next Meeting Date:** Motion by Kotlowski/Pisellini to approve the next Parks Committee meeting be held June 4, 2012, 8:30 a.m., Courthouse Conference Room A231. Immediately following Committee meeting Committee will adjourn to tour the Northern County Park facilities. Motion carried by unanimous vote. Motion by Kotlowski/Roseberry to approve Parks Committee meet June 5, 2012, 8:30 a.m., in the Parks Department Administrative Office and immediately depart to tour the Southern end County Park facilities. Motion carried by unanimous vote.

**Adjourn:** Motion by Miller/Pisellini to adjourn at 10:53 a.m. Motion carried by unanimous vote.

Submitted by,

Jerry Kotlowski  
Parks Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.  
These minutes have not been approved by the Parks Committee.

