

**Parks Committee Meeting  
Courthouse Conference Room A231  
May 7, 2013 8:05 a.m.**

**Call to Order:** Chairman called the meeting to order at 8:05 a.m.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Bob Eggebrecht, Jerry Kotlowski, Bill Miller, Paul Pisellini, and Jake Roseberry. Others present: Fred Nickel – Director Parks/Recreation, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Sarah Grosshuesch – Public Health Officer, Chris Murphy at 8:13 a.m., and Trena Larson – Admin. Coord./Director of Finance at 8:45 a.m.

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

**Previous Minutes:** Motion by Eggebrecht/Roseberry to approve the April 9, 2013, minutes as printed. Motion carried by unanimous vote.

***Agenda Items:***

**Correspondences /Special User Requests:** Director read a letter from the Town of New Chester notifying the Committee the Town of New Chester will be meeting June 15<sup>th</sup> at 9:00 a.m., in the New Chester Town Hall to discuss the transfer of ownership of Patrick Lake Park to the Township from the County and will report the findings back to the Parks Department.

**Public Participation on Agenda Items:** Public participated as the agenda items came up.

**Bluegreen Algae Policy Proposal by Health & Human Services:** Public Health Officer distributed copies of the Policy to the Parks Committee that had recently been approved by the Health and Human Services Committee and planned to be brought to County Board in June. Discussion followed. Motion by Eggebrecht to not approve the Bluegreen Algae Policy until further review by the Parks Department staff and possible further discussion with all departments and committees involved. No second, motion failed. Discussion followed. It was the Public Health Officers' understanding the County Board Chairman and Corporation Counsel had made the final changes to the Policy. The Parks Department staff had suggested policy changed dated November 12, 2012, to coincide with WI Statutes, and has heard from no one until just recently. Parks Director once again expressed Adams County would have increased liability by having unauthorized agencies, per WI Statutes, involved in unauthorized Statute activity.

Land and Water Conservation Department expressed a desire to still train park personnel to monitor algae levels while reporting back to the Land and Water Conservation Department.

Health Officer reported she has to follow the State Statute guidelines and any possible deviation would have to be approved by legal counsel. No action was taken by the Parks Committee. Health Officer will schedule a joint meeting in the near future to discuss the Policy. Murphy and Grosshuesch left meeting at this time.

**Patrick Lake Park:** Discussed under Correspondences.

**Petenwell Park and Castle Rock Park Grant Resolutions for Campgrounds Expansions:** Director reviewed proposed grant resolution with Committee. Discussion followed on use of visitor sales tax. Larson and Grosshuesch joined meeting at 8:45 a.m. Larson explained the sales tax account to Committee and stated there would be monies available from that account. Without the Resolution the County is not eligible for the grant(s). Motion by Eggebrecht to approve Petenwell Park and Castle Rock Park Grant Resolutions for Campgrounds Expansions with the approval of the interim Corporation Counsel. No second, motion failed. Discussion followed.

Motion by Miller/Pisellini to remove the sales tax from the Resolution and borrow those additional funds from the County to be paid back to the County from park user fees. Discussion followed. Miller rescinded his motion. Motion by Kotlowski/Miller to forward the Resolution to Finance Committee. Motion carried by unanimous vote.

Committee returned to the Bluegreen Algae Policy and Health Officer distributed copies of correspondence regarding a meeting that was held with the Bluegreen Algae sub-committee while Miller was on vacation out of state at the time. Miller was the Parks Department representative to the sub-committee. Grosshuesch will schedule the meeting to review the policy with all concerned.

**Updates on County Park Properties as it Relates to Shoreland/Wetland/Habitat Protection Ordinance:** Due to recent Ordinance change(s) the Parks Department will have only minimal changes to be made and expects to be in compliance by spring 2014, a year before mandated. The Shermalot Ski Team will not be affected for 2013.

**Possible Transfer of Easton Pond Public Access to Easton Township:** Written request was not received from the Township; therefore, no action was taken. Item will be placed on June agenda.

**Employee Hiring Update:** Hired for Groundskeeper/Landscaper I at Castle Rock Park, Groundskeeper/ Landscaper II for South Outlying Parks, and Park Patrol for Petenwell Park. Department will be hiring soon for Park Aide positions. Department did not receive enough applicants for the Swim Program so we are still taking applications for those positions and those are being broadcast on the local radio station. If positions can't be filled there will not be a swim program this season.

**Parks/Rec. Operational Reports:** First weekend in June will be the free day use weekend in Adams County Parks as well as free camping available to County residents to coincide with the free fishing weekend sponsored by the WI DNR. Castle Rock and Petenwell Parks will also offer free refreshments to the public that weekend.

**Trails Report to Include Grant Applications and Resolution Updates:** ATV trail expansion on Plum Creek property will open May 18. The Jefferson trail segment opened May 4.

Trails Coordinator and Petenwell Park Manager met with two DNR reps yesterday regarding ATV's in Petenwell Park. DNR reps approved a temporary ATV parking area within Petenwell Park while the Department is working on ATV campground development elsewhere.

Motion by Kotlowski/Pisellini to approve the annual DNR required ATV/UTV and Snowmobile Resolution. Motion carried by unanimous vote. Committee signed the Resolution.

Director reported he sent a letter to the Town of Monroe that the Parks Department is trying to find a solution to assist the Town of Monroe with monies for road improvements to Petenwell Park.

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

**Expense Check Summary Report and Expense Report:** Reports were not available at meeting time. Reports will be placed in mail slots in County Clerk's office when available.

**Future Agenda Items:** Bluegreen Algae Policy Proposal by Health & Human Services, Town of New Chester Regarding Patrick Lake Park, Possible Transfer of Easton Pond Public Access to Easton Township, and Closed Session to Discuss Sensitive Information.

**Set Next Meeting Date:** May 14, 2013, 8:30 a.m., Courthouse Conference Room A231, Special Meeting to Review and Possibly Approve the Petenwell and Castle Rock Parks Resolutions for Campgrounds Expansion.

June 11, 9:00 a.m., Courthouse Conference Room A231, for the regular monthly meeting.

**Adjourn:** Motion by Kotlowski/Miller to adjourn at 10:03 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.

