

**Parks Committee Meeting
Courthouse Conference Room A231
October 1, 2013 1:00 p.m.**

Call to Order: Chairman called the meeting to order at 9:32 a.m.

The meeting was properly announced.

Roll Call: Committee Members: Bob Eggebrecht, Jerry Kotlowski, Paul Pisellini, Jake Roseberry, and Bill Miller. Others present: Fred Nickel – Director Parks/Recreation, Rita Kolstad – Parks Administrative Clerk, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Trena Larson – Admin. Coord./DOF, Bev Ward – Concerned Citizen, Dale Rhinehart – Rhinehart Construction, and Dustin Preble - Gasser Construction.

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

Previous Minutes: Motion by Pisellini/Roseberry to approve the September 10, 2013, minutes as presented. Motion carried by unanimous vote.

Agenda Items:

Correspondences /Special User Requests: Director read letter from WI DNR stating the grant requests for Castle Rock and Petenwell Parks expansion projects were denied as they ran out of money. Grants will be applied for in 2014, pending County Board approval.

Public Participation on Agenda Items: Public will speak as agenda item(s) are addressed

Road Maintenance Bids for Castle Rock and Petenwell Parks: Director reported Castle Rock Park recently had an unexpected \$18,000 septic bill; therefore, the Castle Rock Park road repair project may be held up due to lack of funds.

Sealed bids were opened, read aloud, and reviewed by Committee. Discussion followed. Motion by Eggebrecht/Roseberry to award the Castle Rock and Petenwell Park road repair projects to Rhinehart Construction contingent on Finance Committee approval. Motion carried by unanimous voice vote.

Procedure for Awarding Contracts: Eggebrecht stated bids should go to County Board for final approval. Larson stated it's approved by the County Board when it is a budgeted line item in each Department's budget at the annual November County Board meeting.

Review and Act on 2014 Parks Department Budget Proposal Changes: Director reviewed proposed budget changes with Committee and will be meeting with Finance Committee. Discussion followed. Committee approved Parks Chairman attend any Finance Committee meetings in representation of the Parks Committee.

Policy on Hiring LTE and Seasonal Employees: Discussion on hiring procedures for park employees. No action was taken.

Alternate Park Committee Meetings at the Parks: Committee meetings will be rotated at Castle Rock and Petenwell Parks beginning with the November 2013 meeting to be held at Castle Rock Park. Outlying Parks will be viewed yearly at minimum.

Resident User Free Proposal: Eggebrecht proposed a \$2.00 lifetime County resident pass be implemented for the County Parks. No action was taken. Eggebrecht instructed the Committee to contact the Parks Administration Office to have it put back on the agenda if desired.

Activities for Park Users: Eggebrecht requested activities be provided for park users. Item to be placed on the November Committee agenda.

Castle Rock Park Expansion Project: Grant(s) will be applied for 2014, pending County Board approval.

Patrick Lake Park Maintenance and Building Upgrades: Director reported the Lake Association will be meeting to discuss Patrick Lake Park late in October and will report back to him.

Employee Update: Most LTE's are done for the season.

Parks/Rec. Operational Reports: Arrowhead boat landing repairs will be done this fall or first thing in spring. Pisellini inquired about the electric usage / costs at the parks. Petenwell Park Manager will have a report prepared for December Committee meeting when 2014 user fees will be set.

Trails Report: Department received notification from the DNR that Adams County will receive supplemental grooming monies for the snowmobile clubs from the 2012-2013 reimbursement requests. Dan Small of WI Outdoors and his film crew shot a segment on the ATV trail and Petenwell Park. Coordinator will notify Committee when it airs.

Revenue Report: Reviewed by Committee.

Expense Check Summary Report and Expense Report: Will be placed in Committee's mail slots in the County Clerks office when printed/received.

Future Agenda Items: Activities for Park Users and 2014 Parks Budgets.

Set Next Meeting Date: November 12, 2013, 9:00 a.m., Castle Rock County Park Office Bldg.

Adjourn: Motion by Kotlowski/Miller to adjourn at 11:38 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.