

**Parks Committee Meeting  
Courthouse Conference Room A231  
June 2, 2010 8:30 a.m.**

**Call to Order:** Meeting was called to order at 8:33 a.m. by County Clerk, Cindy Phillippi.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Dave Renner, Joanne Sumpter, Deena Griffin, and Bill Miller, Jerry Kotlowski - excused. Others present: Cindy Phillippi – County Clerk, Fred Nickel – Parks Director, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Ron Chamberlain – County Highway Commissioner.

**Approve Agenda:** Motion by Renner/Sumpter to approve the agenda as presented. Motion carried.

**Previous Minutes:** Motion by Sumpter/Renner to approve the May 5, 2010, minutes as printed. Motion carried.

**Agenda Items:**

**Youth Governance Program:** Phillippi reviewed the proposed new school program with Committee. Sumpter volunteered to mentor a student (s) if the program is implemented.

**Election of Committee Chairperson, Vice Chairperson, and Secretary:** Motion by Miller/Renner to appoint the following Parks Committee members to the following positions: Chairperson – Joanne Sumpter, Vice Chairperson – Jerry Kotlowski, and Secretary – Deena Griffin. Motion carried by unanimous vote.

**Correspondences /Special User Requests:** Motion by Renner/Griffin to approve the Grand Marsh Snowmobile Club to hold their annual softball tournament at Patrick Lake Park September 4-6, 2010, per Adams County Park Ordinance # 6-2008, Sec. 1.6. Motion carried by unanimous vote.

Director read a letter requesting the County to approve the use of UTV's on Adams County ATV trails and road routes.

**Public Participation on Agenda Items:** Director reported receiving a call from a Town of Monroe Supervisor regarding repairs that are needed on a recently sealcoated Town road that leads to Petenwell Park. Discussion followed. The Highway Commissioner reported the Highway Department would not take the cost of the repairs out of their budget as it was a DOT project and DOT monies involved in the project; however, DOT has stated they will not pay for the road repairs. Highway Commissioner's recommendation is the Township pursue the sealcoating Contractor to make the repairs at no additional costs since it failed upon use.

Highway Department will perform a traffic count study once the Highway Z project is completed. Providing the traffic count is high enough, the road could possibly be re-classed and funding may be available for road repairs and improvements.

**Adams County Park Ordinance Revision for Lake Arrowhead County Park:** Motion by Renner/Griffin to approve placement of a swim beach closure sign at specified times at Lake Arrowhead Park per Adams County Park Ordinance No. 6-2008, Section 1.6 & 9.2, per Corporation Counsel's approval. Motion carried by unanimous vote.

A beach closed sign for the ski team shows will be erected at Arrowhead Park.

**Power Loading Signs:** No report.

**Harbor Fest:** Director met w/PACCRS Representatives and reviewed previous Harbor Fest information. Department offered to allow the group to distribute handouts at the Park Father's Day weekend to advertise the event for 2011.

**Park Fee(s) Schedule:** Schedule was mailed in the Committee packet. Any changes to fees are typically made in December or January.

**Hwy 21 Wayside Maintenance Implementation:** June 17, 2010, the Parks Department begins maintenance of the site. Petenwell Park staff will maintain the wayside. Committee discussed use of portapottys at the site or using the current pit toilets. Hwy Commissioner reported on parking lot issues. County user fee will be implemented at the site beginning 2011.

**Swim Program Vehicle Replacement:** Director reported the swim program truck is being repaired. The Health and Human Services van is not being used at this time; however, the back seat is missing at this time.

**Park's Payment to General Fund:** Director reported the Department has made three annual payments to the General Fund of a five year payment plan. Annual payment is made at the end of each year automatically taken from the budget by the Director of Finance.

**Trails Management Report and UTV Resolution:** Coordinator reported the trails are open for the season other than a few trails are closed for logging at this time.

Coordinator reported Corporation Counsel has reviewed the proposed UTV resolution. Letters have been mailed to the Townships notifying them of the proposed Resolution to include an option to opt out of the UTV Pilot Program. Discussion followed. Motion by Renner/Griffin that any trails that are less than 12' wide need to be made one – way trails if the UTV Pilot Program is passed by Adams County Board of Supervisors. Roll call vote, Miller abstained from voting, rest all yes. Motion carried.

**Employee List:** Distributed to Committee. Director reported having discussed the LTE and seasonal employee's annual wage increase with the Personnel Director and the Director of Finance. Finance Committee will be reviewing . Drug screening will begin to be performed on park employees.

**Recreation Report by Committee Members:** Miller reported a pontoon boat was anchored at Jordan Lake near the public access, the owner was notified and boat was removed from that location.

**Revenue Report:** Reviewed by Committee.

**Expense Check Summary Report and Fund Balances for Castle Rock and Petenwell Parks:** Reviewed by Committee.

**Future Agenda Items:** Parks Master Plan, Castle Rock Park Development Proposal, Castle Rock Park Tour, and Power Loading Signs.

**Set Next Meeting Date:** July 7, 2010, 8:30 a.m., Courthouse Conference Room A231. Committee to tour Castle Rock Park immediately following meeting.

Motion by Griffin/Renner to adjourn and reconvene at Petenwell County Park to tour facilities and grounds and possible act on the proposed land acquisition from WRPC. Motion carried by unanimous vote.

Motion by Renner/Griffin to reconvene at 11:05 a.m. at Petenwell County Park. Motion carried by unanimous vote.

Renner stated the purchase of the land from WRPC should be pursued and the Parks Director should find out the costs of a land appraisal and report back to the Committee at the July Committee meeting. Director should also find out the managed forest land open (MFLO) payoff as well as the expiration of the MFLO order.

Committee toured Petenwell Park.

**Adjourn:** Motion by Griffin/Renner to adjourn at 11:55 a.m. Motion carried by unanimous vote.

Submitted by,

Deena Griffin  
Secretary

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