

Minutes of the Pierce County Parks Committee
January 26, 2010 – 6:30 pm
County Board Room
Pierce County Courthouse – Ellsworth, WI

Committee Members Present: Chairman Mel Pittman, Jeff Holst, Troy Gansluckner, Dan Reis, and Ken Snow.

Others Present: Andy Pichotta, Brad Roy and Scott Schoepp

Chairman M. Pittman called the meeting to order at 6:30 pm.

Public Comment

M. Pittman informed the committee that a tentative offer of \$2,000 had been accepted for the Martell County Forest timber sale; as previously authorized by the Parks Committee. The buyer was John Drier of Plum City. S. Schoepp indicated that a contract should be finalized within the next week. S. Schoepp informed the committee that Larry Johnson, Pierce County ATV Association, had provided them with a current map of the ATV routes in Pierce County.

Minutes

S. Schoepp presented the December 14, 2009 minutes. Motion by J. Holst, second by T. Gansluckner to approve the minutes. Motion carried.

Broadband Structure Placement in Parks

Bray Roy and Andy Pichotta were present to answer questions regarding the potential use of park properties for the placement of equipment associated with the countywide broadband effort. B. Roy provided a staff report and explained the county's efforts for seeking funding for county wide broadband technology. He stated efforts are being made to obtain 100% cost sharing for the project. Preliminary estimates are to install approximately 190 wooden pole towers throughout the county. The poles would be approximately 70' tall and support a small briefcase sized box that would distribute microwave signals throughout the area. The possibility of utilizing park properties could help reduce costs associated with the project.

K. Snow asked about the quantity of poles needed and who would maintain them. B. Roy estimated the number of poles would be less than 190 and the service provider would be responsible for maintaining the poles; not the county. He also stated the goal would be to place as many poles as possible in the existing right of ways along public roads as the poles will need to have access to electrical service. M. Pittman expressed concern about placing these structures within park boundaries when they could be placed in the right of way adjacent to park boundaries. J. Holst stated this project was a good public works project that would benefit the general public.

Motion by D. Reis, seconded by T. Gansluckner to authorize the placement of broadband equipment for the county wide broadband project on county owned park land with actual placement of equipment subject to approval by the Parks Committee. Motion carried with M. Pittman voting no.

Future Agenda Items

Future agenda items will include the County Parks Superintendents annual performance evaluation, the Parks Department annual report and incorporating the Pierce County ATV Association's plan into the Outdoor Recreation Plan.

Next Meeting Date

The next Parks Committee meeting was set for Monday, February 22nd, 2010 at 8:30 in the County Board Room of the Pierce County Courthouse.

Motion by J. Holst, second by T. Gansluckner to adjourn. Motion carried.

Submitted by,

Scott Schoepp
County Park Superintendent

Minutes of the Pierce County Parks Committee
February 22, 2010 – 8:30 am
County Board Room
Pierce County Courthouse – Ellsworth, WI

Committee Members Present: Chairman Mel Pittman, Jeff Holst, Troy Gansluckner, and Dan Reis
Committee Members Excused: Ken Snow.

Others Present: Paul Barkla, Andy Pichotta, Scott Schoepp, Doug Bartels from Cub Scout Pack 138, Larry Johnson from Pierce County ATV Association, Dan Braun, Eric Lebakken, Scott Freier, Todd Prissel, Mark Sweeny, Bill Paider, Jay Krisnik, Anita Krisnik, all from the Pierce County Snowmobile Council.

Chairman M. Pittman called the meeting to order at 8:31 am.

Public Comment

Doug Bartels, Cub Scout Pack 138, informed the committee of their past tree planting efforts at the Trimbelle Recreational Area and requested authorization to erect wood duck boxes there as well. Committee members thanked Mr. Bartels for their service and instructed him to contact S. Schoepp to work out the details of their request.

Minutes

S. Schoepp presented the January 26, 2010 minutes. Motion by D. Reis, second by T. Gansluckner to approve the minutes. Motion carried.

Agenda Revision

M. Pittman informed those in attendance that an agenda revision request was in order due to the likelihood of losing a quorum. Motion by J. Holst, second by D. Reis to move agenda item #8 to #4. Motion carried.

Closed Session

Motion by J. Holst, second by T. Gansluckner to move into closed session pursuant to section 19.85(1) (c) of the Wisconsin Statutes. Roll call vote taken with all members voting yes. Motion carried. Motion by J. Holst, second by T. Gansluckner to move out of closed session. Roll call vote taken with all members voting yes. Motion by J. Holst, second by T. Gansluckner to defer action on agenda item #8 until the next Parks Committee Meeting. Motion carried.

ATV Plan

S. Schoepp provided a staff report regarding the inclusion of the Pierce County ATV Association Plan in the Pierce County Outdoor Recreation Plan. He provided a brief history of the request. Larry Johnson responded to a previous request regarding the staff time allocation that would be requested for the county to administer the ATV program. He stated he had contacted the DNR and they said it would require between 20-40 hours per year to administer the program. Motion by J. Holst, second by T. Gansluckner to approve the October 15, 2009 Pierce County Plan as provided by the Pierce County ATV Association Inc. and forward it to the Land Management staff for inclusion in the Pierce County Outdoor Recreation Plan with the understanding that inclusion does not imply endorsement. Motion carried.

Snowmobile Grants

S. Schoepp provided a 2010-2011 Snowmobile Trail Grant application request as provided by the Pierce County Snowmobile Council. The request was for a total of 8 Grant Projects. S. Schoepp explained the priorities established for applying for grants. He went on to explain the specifics of each grant project. Two projects were removed from the request due to recent activities pertaining to the projects. Motion by J. Holst second by

D. Reis to approve grant projects #1-#8 except #4 and #5. Todd Prissel requested inclusion of #5 due to the fact that it would take a considerable amount of signing and fencing to keep snowmobiles on the designated trail. S. Schoepp indicated that it should be funded through the maintenance allocation grant. Motion to amend the previous motion to include grant project #5 was made by J. Holst, and seconded by D. Reis. Motion carried.

Annual Report

S. Schoepp highlighted various items of interest in the Parks Department Annual Report. Motion by J. Holst, second by T. Gansluckner to approve the annual report as presented. Motion carried.

Park Superintendent Reports

S. Schoepp provided a monthly activity and financial report. He responded to questions related to those reports. He stated a contract has been provided to John Drier for the Martell County Forest timber sale but had not been signed due to an unavailable market for the pulp wood. He will keep working on this project.

Future Agenda Items

S. Schoepp indicated a need to have a Shooting Range Subcommittee meeting to discuss various topics.

The future agenda items include:

1. Park Superintendent performance evaluation.
2. Wood Duck Box Report for the Trimble Recreation Area.
3. Shooting Range fees and schedule.

Next Meeting Date

The next Parks Committee meeting was set for Monday, April 5th, 2010 at 8:30 in the County Board Room of the Pierce County Courthouse.

Motion by D. Reis, second by T. Gansluckner to adjourn. Motion carried.

Submitted by,

Scott Schoepp
County Park Superintendent

Minutes of the Pierce County Parks Committee
April 26, 2010 – 8:30 am
County Board Room
Pierce County Courthouse – Ellsworth, WI

Committee Members Present: Chairman Mel Pittman, Jeff Holst, Troy Gansluckner and Dan Reis

Committee Members Excused: Ken Snow

Others Present: Paul Nielsen, Scott Schoepp and Travis Campbell

Chairman M. Pittman called the meeting to order at 8:32 am.

Election of Officers

Nominations for chairman were called for. J. Holst nominated Mel Pittman for chairman. M. Pittman nominated Ken Snow for chairman. S. Schoepp called three times for any additional nominations for chairman. Motion by J. Holst, second by D. Reis to close nominations. Motion carried. M. Pittman was elected chairman.

Chairman M. Pittman called for nominations for vice-chairman. D. Reis nominated Jeff Holst for vice-chairman. J. Holst respectfully declined. J. Holst nominated K. Snow for vice-chairman. S. Schoepp called three times for any additional nominations for vice-chairman. Motion by D. Reis, seconded by T. Gansluckner to close nominations for vice-chair and cast a unanimous ballot for K. Snow for vice-chairman. Motion carried.

Public Comment

Chairman M. Pittman called for public comment; none was provided.

Minutes

The April 05, 2010 minutes were reviewed. Motion by D. Reis, second by T. Gansluckner to approve the April 05, 2010 minutes. Motion carried.

Park Entrance Fee Waiver Request

Paul Nielsen was present to request a park entrance fee waiver for disabled veterans. Mr. Nielsen explained various other agencies that provide park user fee discounts for disabled veterans. Discussions took place regarding the requirements that would need to be met to provide the discount. S. Schoepp indicated he was in favor of the proposal and wanted to make administrating the discount as simple as possible. Motion by D. Reis second by T. Gansluckner to waive the park entrance fee for disabled veterans and former POWs provided they meet the same eligibility requirements that are established by the Wisconsin Department of Natural Resources. Motion carried.

Park Superintendent Reports

S. Schoepp answered questions regarding the April activity report.

Next Meeting Date

No future agenda items were presented at this time so a next meeting date was not established. Chairman M. Pittman and S. Schoepp will set the next Parks Committee meeting as warranted.

Motion by J. Holst, second by T. Gansluckner to adjourn. Motion carried.

Submitted by Scott Schoepp, County Park Superintendent

Minutes of the Pierce County Parks Committee
June 7, 2010 – 8:30 am
County Board Room
Pierce County Courthouse – Ellsworth, WI

Committee Members Present: Chairman Mel Pittman, Jeff Holst and Dan Reis

Committee Members Excused: Troy Gansluckner and Ken Snow

Others Present: Brad Lawrence, Andy Pichotta, Scott Schoepp, Ron Overlien from Hoffman Construction, Dick Bunce from the Town of Trenton

Chairman M. Pittman called the meeting to order at 8:45 am.

Public Comment

Chairman M. Pittman called for public comment; none was provided.

Minutes

The April 26, 2010 minutes were reviewed. Motion by J. Holst, second by D. Reis to approve the April 26, 2010 minutes. Motion carried.

Trenton Island Lease

A. Pichotta explained the previously discussed plan regarding the use of Trenton Island Property to support a Lock and Dam #3 construction project. The plan was to utilize the former Gene's Tackle site but it was later determined that that site would not work due to the water depth throughout that area. Hoffman Construction has selected an alternate site located on the most northern portion of Trenton Island and is moving forward with the permitting process. Ron Overlien of Hoffman Construction informed the committee that they had reached an agreement with the Town of Trenton to use the roads in that area to facilitate the project.

The status of the Trenton Island property transfer to the Town of Trenton was discussed. A. Pichotta stated the process had begun but it would take several months to move through the proper channels before the transfer would be complete. He also informed the committee that an easement clarification was currently being investigated by the Corporation Counsel's office to determine what access we have to the property being considered by Hoffman Construction. It was anticipated that the easement clarification would be finalized in the near future.

Ron Overlien, Hoffman Construction, was present to provide information regarding the project. He provided details of the project and stated they had reached an agreement with the Town of Trenton regarding the use of town roads to complete the project. He stated the permit process had been started with the Wisconsin DNR but two conditional use permits still needed to be obtained from Pierce County. The estimated start date for the project was to be August 1, 2010 with site preparation starting July 1, 2010.

Closed Session

Chairman M. Pittman read the closed session language as published on the agenda. Motion by D. Reis, seconded by J. Holst to convene into closed session pursuant to §19.85(1)(e). Roll call vote taken with all members voting yes. Motion carried. Motion by J. Holst, second by D. Reis to reconvene into open session. Roll call vote taken with all members voting yes. Motion carried. No action taken at this time.

Park Superintendent Reports

S. Schoepp provided the monthly income, expenditures and activity reports. No questions were raised regarding the reports. S. Schoepp also reported on the Ellsworth Lions Fishing Derby which took place on June 6th. Over 75 kids participated in the event.

Next Meeting Date

No future meeting date was established at this time.

Motion by J. Holst, second by D. Reis to adjourn. Motion carried.

Submitted by Scott Schoepp, County Park Superintendent

Minutes of the Pierce County Parks Committee
July 6, 2010 – 8:30 am
County Board Room
Pierce County Courthouse – Ellsworth, WI

Committee Members Present: Chairman Mel Pittman, Jeff Holst and Ken Snow

Committee Members Excused: Troy Gansluckner and Dan Reis

Others Present: Jason Fey, Andy Pichotta, Scott Schoepp, Ron Overlien from Hoffman Construction, Dick Bunce from the Town of Trenton

Chairman M. Pittman called the meeting to order at 8:30 am.

Public Comment

Chairman M. Pittman called for public comment; none was provided.

Minutes

The June 7, 2010 minutes were reviewed. Motion by J. Holst, second by M. Pittman to approve the June 7, 2010 minutes. Motion carried.

Closed Session

Chairman M. Pittman read the closed session language as published on the agenda. Motion by K. Snow, seconded by J. Holst to convene into closed session pursuant to §19.85(1) (e). Roll call vote was taken with all members voting yes. Motion carried. Motion by J. Holst, seconded by K. Snow to reconvene into open session. Roll call vote was taken with all members voting yes. Motion carried.

Motion by K. Snow, seconded by J. Holst to offer to lease County property to Hoffman Construction with the consideration being either: (a) 2-double wide boat ramps, grading, and a dock; or (b) \$40,000. Hoffman must be bonded for construction work under option (a).

There are 4 conditions to the offer: (1) lease must be executed and reduced to the formalities of a written document; (2) written verification from Hoffman Construction and Bargrain that Hoffman has ingress and egress rights over Bargrain property; (3) Parks Committee approval of plans and specifications of construction work under option (a); and, (4) Hoffmann Construction obtain any and all necessary permits. Motion carried.

Next Meeting Date

The next Parks Committee meeting was set for August 30, 2010 at 8:30 am in the County Board Room.

Motion by K. Snow, second by J. Holst to adjourn. Motion carried.

Submitted by Scott Schoepp, County Park Superintendent

Minutes of the Pierce County Parks Committee
August 30, 2010 – 8:30 a.m.
County Board Room
Pierce County Courthouse – Ellsworth, WI

Committee Members Present: Mel Pittman, Chairman, Ken Snow, Troy Gansluckner, Jeff Holst, Dan Reis

Others Present: Larry Johnson, Pierce County ATV Association, Roger Spindler, Pierce County Snowmobile Council, Scott Schoepp

Chairman M. Pittman called the meeting to order at 8:40 a.m..

Public comment

Chairman M. Pittman called for public comment. Larry Johnson stated that the Pierce County ATV Association was requesting that an ATV Coordinator be provided by the county. He stated that they are unable to obtain funding without a coordinator. He felt it would be a benefit to the residents of Pierce County. He stated that they have 2 miles of off-road trail at this time and the maintenance funding available would be \$600 per mile. M. Pittman requested that their group provide a detailed report stating the funding available and the expectations of the county.

Minutes

The July 6, 2010 minutes were provided. Motion by J. Holst, second by K. Snow to approve the July 6, 2010 minutes. Motion carried.

Snowmobile Trail Grant Projects

S. Schoepp explained the details and specifics regarding two upcoming snowmobile trail grant projects. He provided a description of both projects. He also explained the thresholds and requirements related to a prevailing wage project. Motion by J. Holst, second by D. Reis to authorize the Parks Committee Chairman to review bids and award a contract for completing the Rush River Snowmobile Trail Rehabilitation Grant Project. Motion carried

Motion by J. Holst, second by D. Reis to authorize the Parks Committee Chairman to review bids and award a contract for completing the Bay City/USACE Trail Relocation Grant Project. Motion carried.

2011 Parks Department Budget

S. Schoepp presented the 2011 Parks Department budget request. The budget presented was up nearly 11.5%. The personnel portion of the budget was the main reason for this increase. The increase was due to a health insurance status change for both permanent employees. Discussion took place regarding costs associated with the health insurance benefit. The operations portion for the budget was down 3.9% in order to meet the 3.4% budget reduction goal. The capital equipment category was up by \$5,000 due to a request

to replace the currently used Utility ATV. S. Schoepp stated this purchase request could be deleted and explored as a possibility in 2012. The budgeted revenues did not depict increases over 2010 due to the need to deduct sales tax from the revenues; which had not been done in the past. K. Snow felt that the park fees were too low and should be increased to reflect what other recreational user fees are set at. Discussions took place regarding staffing levels as they relate to increased responsibilities. The possibility of adding additional cabins at Nugget Lake County Park was also discussed. In order to meet budget requirements, expenditures will need to be reduced and revenues increase. Motion by K. Snow, second by J. Holst to return a budget to the Parks Committee that reflects a 3.4% reduction. Motion carried.

Park Superintendents Reports

No questions were raised on the monthly income report, monthly financial report and monthly activity report. The committee was informed of the lease termination by Hoffman Construction that was in place for using the Trenton Island property for a Lock and Dam maintenance project.

Next meeting Date

The next Parks Committee meeting will be on Friday, September 10th at 10:00 am in the County Board Room of the Pierce County Courthouse.

Motion by T. Gansluckner, second by D. Reis to adjourn. Motion carried.

Submitted by,
Scott Schoepp
County Park Superintendent
Pierce County

Minutes of the Pierce County Parks Committee
September 10, 2010 – 10:00 a.m.
County Board Room
Pierce County Courthouse – Ellsworth, WI

Committee Members Present: Mel Pittman, Chairman, Ken Snow, Troy Gansluckner, Jeff Holst, Dan Reis

Others Present: Andy Pichotta, Travis Campbell, Mark Engnes and Mark Sweeney, Pierce County Snowmobile Council, Scott Schoepp

Chairman M. Pittman called the meeting to order at 10:00 a.m..

Public comment

Chairman M. Pittman called for public comment and none was provided.

Minutes

The August 30, 2010 minutes were provided. Motion by K. Snow, second by T. Gansluckner to approve the August 30, 2010 minutes. Motion carried.

2011 Parks Department Budget

S. Schoepp informed the committee that the park budget had been revised to meet the 3.4% reduction. The reduction was obtained by reducing expenditures and increasing revenues. The increase in revenues was in response to an increase in park user fees and obtaining reimbursement for administering grant programs. Chairman M. Pittman inquired if the committee should defer action on the proposed budget until after action has been taken on the proposed fee changes. Motion by J. Holst, second by T. Gansluckner to defer action on the 2011 park budget until after agenda item #5 through #7 has been discussed. Motion carried.

2011 Nugget Lake County Park Fee Schedule

S. Schoepp presented the 2011 proposed fee schedule. Discussion took place on the reservation fee and daily entrance fee. Motion by T. Gansluckner, second by K. Snow to approve the 2011 Fee Schedule for Nugget Lake County Park as presented. Motion carried.

Campsite Reservation Policy

S. Schoepp presented the revised Campsite Reservation Policy and explained the need for a new policy to incorporate the reservation fee. Motion by J. Holst, second by D. Reis to approve the Campsite Reservation Policy as presented. Motion carried.

Utilize available county resources to complete storm damage repair projects for the Pierce County Snowmobile Trail Grant Program

S. Schoepp explained that recent storms had damaged various sections of the Pierce County Snowmobile Trail. He has applied for a storm damage repair grant to repair the damaged areas. The outcome of those grants will not be available until later this month. With the snowmobile season approaching, there is a short timeline for these projects to be completed. In addition, the current workload of current grant projects does not allow him the time needed to obtain the needed permits and to produce the required documents to proceed in a timely manner. S. Schoepp informed the committee that if existing county resources were utilized, including the Land Conservation Department and the Highway Department, the projects should be able to be completed in the necessary time. M. Pittman inquired if the damaged trails could be utilized as is for this season. S. Schoepp stated that one section would not be safe based on the photos he was provided with.

Motion by D. Reis, second by K. Snow to utilize available county resources to perform storm damage repair projects for the Pierce County Snowmobile Trail Program contingent on receiving the grant. Motion carried with J. Holst voting no. J. Holst stated he will expect the snowmobile community to step up and defend this action as this will get us back into the same problem we had before where a subsidized entity, such as the Highway Department, is being used over private contractors. This kind of activity causes a conflict with private contractors who may be struggling to keep their heads above water.

2011 Parks Department Budget (cont. from being deferred earlier in meeting)

S. Schoepp presented the revised 2011 Parks Department budget which reflects a 3.4% reduction. He went on to explain that it had been achieved by lowering expenditures and increasing revenues. The expenditure reductions were as follows: temporary salaries down -\$1,850 (120 labor hours), printing down -\$250, new equipment down -\$1,400, travel down -\$200, uniforms down -\$100, tools down -\$300, lumber -\$200. The increase in revenues is based on an increase in park fees and obtaining reimbursements for administering grants for the snowmobile program.

S. Schoepp explained that the snowmobile grant program allows the county to obtain reimbursement for administering the snowmobile grant program. He also explained that 13 of the 19 counties in the DNR's West Central Region were obtaining reimbursement funding for providing administrative services for the snowmobile trail grant program.

M. Pittman asked the two Pierce County Snowmobile Council members that were present if they understood what S. Schoepp was proposing. Mark Engnes stated that up to a \$10,000 charge for administering the program is a shock and it will become hard to maintain the program with the remaining funds. Mark Sweeny stated that money is already short and the program would become very difficult to operate at these levels. J. Holst stated that Scott provided a fair compromise based on his estimates since he could charge for 300 hours based on his job description. K. Snow inquired if the county had to sponsor the snowmobile program for them to receive grant funding. S. Schoepp stated that the county had to administer the program for them to be eligible to receive funding.

Council representatives discussed presenting this to the council for their opinion. M. Pittman informed them of the required dates that the budget had to be in by and they had hoped to finalize it at today's meeting. Discussion took place if club members could assist with projects to offset the administrative charge. S. Schoepp indicated that the council has been doing a good job over the past several years but he stressed that he was the individual responsible for signing the reimbursement claim and that he must be accountable for the administering the grant program. His complete and final supervision would be required due to the need to submit a true and factual claim. Discussion took place regarding the rest of the Parks Department budget.

S. Schoepp discussed the Pierce County Shooting Range budget. The Parks Department recommended the closing of the range in July due to the budget constraints and the lack of public usage. M. Pittman asked if law enforcement could still utilize the range during July. T. Campbell stated that the current ordinance allows law enforcement to utilize the range year-round.

Motion by J. Holst, second by D. Reis to approve the 2011 Parks Department budget as presented which includes a 3.4% reduction. Motion carried.

M. Pittman thanked all those involved with preparing the budget.

Future Agenda Items

A. Pichotta updated the committee on the status of a possible property ownership transfer of some DOT property located near the boat landing at the back channel bridge.

Next meeting Date

Discussion took place. No future Parks Committee Meeting was established at this time.

Motion by T. Gansluckner, second by D. Reis to adjourn. Motion carried.

Submitted by,
Scott Schoepp
County Park Superintendent
Pierce County