

**Walworth County Board of Supervisors
Park Committee Meeting Minutes
Monday, February 17, 2020
Walworth County Government Center Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Dan Kilkenny called the meeting to order at 1:00 p.m.

Roll call confirmed the following members were present: Chair Dan Kilkenny, Vice Chair Nancy Russell, Supervisor Charlene Staples, and Citizen Members Mariette Nowak and Merilee Holst. A quorum was declared.

Others in Attendance

County Staff: County Administrator Mark Lubberda; Director-Public Works Richard Hough; Facilities Foreman-Public Works Brent Brooks; Corporation Counsel/Director of Land Use Resource Management (LURM) Michael Cotter; County Clerk Kimberly Bushey

Members of the Public: David A. Schilling, Robbie Robinson and Joel Dietl, Southeastern Wisconsin Regional Planning Commission (SEWRPC); St. Peter's Brickbusters First Lego League Team #8631, East Troy, WI; Kettle Moraine Land Trust Executive Director Greg Rajscky; Geneva Lake Conservancy Executive Director Karen Yancy; Ryan Simons, Delavan, WI

Director-Public Works Richard Hough asked to move Item 9a ahead of 8b. On motion by Supervisor Charlene Staples, second by Citizen Member Mariette Nowak, the agenda was approved as amended.

On motion by Vice Chair Nancy Russell, second by Citizen Member Nowak, the December 9, 2019 meeting minutes were approved.

Public comment – There was none.

Consent Items

• Reports

1) Park Summary Report – February 2020

Hough presented the report included in the meeting packet. He advised that the department will be looking to have one large contract for all future controlled burns. Chair Dan Kilkenny suggested Hough contact local fire departments for the contract.

2) 2020 Park Workday & Education Schedule

Hough said the schedule will be similar to 2019 and is very ambitious. There will be flexed time for employees to keep labor costs down, but to still allow for prioritization of the parks and when volunteers can help. Hough noted there are a mix of Friday and Saturday volunteer dates. Citizen Member Nowak expressed her appreciation for having the year's schedule ahead of time.

3) 2019 Trail Pass Information for White River Trail

The summary was included in the meeting packet.

Unfinished Business

• SEWRPC update on the Park and Open Space plan Chapters 1 and 2

Robbie Robinson, SEWRPC, presented the update included in the packet. He noted this is the 4th edition of the park plan and SEWRPC has done the preparation for all. The primary purpose of the plan is to maintain Walworth County's eligibility to apply for and receive state and federal grants. The Department of Natural Resources (DNR) recommends updating the plan every 5 years. Robinson said the information in chapter 2 is based off the 2010 census information, so very little has changed. Vice Chair Russell asked if there should be

additional clarification on page 15 related to the City of Whitewater not being completely within Walworth County. She also requested the difference in residency levels during summer and winter seasons be noted. Citizen Member Holst agreed, adding she would like to see this issue addressed in the plan. Robinson said this could be added into the plan, and David Schilling proposed adding a footnote regarding the fact there is a portion of Whitewater in Jefferson County. Robinson noted the most significant change in land use was a decrease in active farmland from 2010 to 2015. Discussion ensued regarding clarifications of information presented in the report. Schilling said they would also add a footnote regarding population change in Walworth County. **Vice Chair Russell made a motion, second by Supervisor Staples, to approve the update from SEWRPC on the Park and Open Space Plan. Motion carried 5-0.**

- Presentation by St. Peters Brickbusters FLL Team #8631 to discuss the former Trent Tube site in East Troy

The St. Peters Brickbusters First Lego League (FLL) Team #8631 introduced themselves and gave a presentation on what they have been working on. They are a part of a group called For Inspiration and Recognition of Science and Technology (FIRST) and their challenge this year was to identify a problem with a building or public space in their area and present possible solutions. They have been working with multiple state and county agencies to examine and learn more about the Trent Tube site in East Troy. They created a survey and a plan and presented it to the Village of East Troy Board. Their focus has been on public misconception and the importance of public involvement. They placed 7th at the State competition for their robot and 4th in the project portion, which will advance them to the National Competition in Arkansas. The committee thanked the team for their presentation and work.

- Report on withdrawing the Ordinance Amending Section 42-4 of the Walworth County Code of Ordinances Relating to Disposition of Harvested Wood from County Parks & Facilities
Hough said he has received additional information from various groups including LURM, and he believes the ordinance as written is untenable, and he is requesting guidance on any possible wording updates to Chapter 42. Citizen Member Merilee Holst asked if there are other events besides the Winter Solstice that would be impacted, and Hough said he is not aware of any other events that would require a wood-based activity. He added it is important to make changes to the language related to permits. Discussion ensued and the Committee advised Hough to come back with suggested changes.

New Business

- Presentation by St. Peters Brickbusters FLL Team #8631 to discuss the former Trent Tube site in East Troy

This item was presented earlier in the meeting, per the agenda amendment.

- Discussion regarding committee meeting times
Vice Chair Russell noted moving all Monday meetings to Tuesday could create issues for some elected officials and managers, and expressed the need for caution in this matter. She advised switching the meeting times for both the Park Committee and the Agriculture Extension Education committee with the Land Conservation Committee due to time issues. County Clerk Kimberly Bushey spoke in regards to the follow-up work that takes place in her office regarding Committee meetings and said the change in schedule could disrupt the workflow. She advised the item be looked into further. County Administrator Mark Luberda agreed, adding there could be an impact on getting items effectively onto the County Board meeting agenda and the following steps that are necessary. He expressed concern over changing the meeting days at this time. Discussion ensued regarding meeting times. **Supervisor Staples made a motion, second by Vice Chair Russell, to advise the Executive Committee to switch the meeting times for the Park/Agriculture and Extension Education and Land Conservation Committees. Motion carried 5-0.**
- Discussion regarding trash bins and pet waste receptacles at Veterans Park

Hough said the materials are ready but staff is waiting for the ground to thaw to install trash bins and dog waste receptacles.

- Approval of 5-year renewal of the Memorandum of Understanding with Geneva Lakes Conservancy
 - Approval of 5-year renewal of the Memorandum of Understanding with Kettle Moraine Land Trust
- Luberda expressed concern over Items D and E and stated he will work with Corporation Counsel to adjust the wording related to risk management and indemnification in both Memorandums of Understanding (MOU). Citizen Member Holst expressed concern the MOUs are outdated and requested they be looked into further before approval. She also expressed a concern over committing to a 5 year relationship. Vice Chair Russell agreed with Holst that there need to be updates to both documents. Discussion ensued regarding possible concerns and changes related to the MOUs. **Citizen Member Holst made a motion, second by Supervisor Staples, to reconsider the language of both Memorandums of Understanding; change the agreement for both to 3 years; include information from County Administrator Mark Luberda and Corporation Counsel related to indemnification; and correct any Scribner errors. Motion carried 5-0.**

Reports/announcements by Chairperson – There were none.

Confirmation of next meeting: The next meeting is scheduled for Monday, April 27, 2020 at 1:00 p.m.

Adjournment

On motion and second by Supervisor Staples and Citizen Member Holst, Chair Kilkenny adjourned the meeting at 2:45 p.m.