

**Walworth County Board of Supervisors  
Park Committee Meeting Minutes  
Monday, April 27, 2020  
Walworth County Government Center Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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Deputy Director-Asset Management (PW) Matt Mortwedt called the meeting to order at 1:00 p.m.

Roll call was conducted and the following members were present either in person or by remote attendance: Supervisors Dan Kilkenny, Nancy Russell, and Brian Holt, and Citizen Members Mariette Nowak and Merilee Holst. A quorum was declared.

County Staff and members of the public present, either in person or by remote attendance:

County Staff: County Administrator Mark Luberda; Director-Public Works Richard Hough; Deputy Director-Asset Management (PW) Matt Mortwedt

Members of the Public: Robbie Robinson and Joel Dietl, Southeastern Wisconsin Regional Planning Commission (SEWRPC)

**On motion by Supervisor Nancy Russell, second by Supervisor Brian Holt, the agenda was approved with no withdrawals.**

**Citizen Member Merilee Holst offered a correction to the February 17, 2020 minutes: Ryan Simms should be changed to Ryan Simons. On motion by Supervisor Dan Kilkenny, second by Supervisor Holt, the February 17, 2020 meeting minutes were approved as amended.**

**Public comment** – There was none.

**Special Order of Business**

- Nominations and election of Park Committee Chair

Mortwedt noted ordinance requires the Park Committee be chaired by a County Board Supervisor, and no Supervisor may chair more than two standing committees. **Supervisor Kilkenny made a motion, second by Supervisor Holt, to nominate Supervisor Russell for Chair.** Mortwedt asked three times for other nominations. **Supervisor Kilkenny made a motion, second by Citizen Member Holst, to close nominations and elect Supervisor Russell as Chair. Motion carried 5-0.** Chair Russell conducted the remainder of the meeting.

- Nominations and election of Park Committee Vice-Chair

**Supervisor Holt made a motion, second by Chair Russell, to nominate Supervisor Kilkenny for Vice Chair.** Chair Russell asked three times for other nominations. **Supervisor Holt made a motion, second by Chair Russell, to close nominations and elect Supervisor Kilkenny as Vice Chair. Motion carried 5-0.**

- Role of the Park Committee

Chair Russell introduced Mortwedt to those attending the meeting remotely. Mortwedt presented the document included in the meeting packet.

**Consent Items**

- Reports

1) Park Summary Report – April 2020

Mortwedt presented the report included in the meeting packet. He noted the volunteer work day schedule has been affected by COVID-19. Vice Chair Kilkenny asked if the map stand will be replaced and Mortwedt said he will look into the matter. Mortwedt said he will go through the list further as he is in the position longer.

**Vice Chair Kilkenny made a motion, second by Supervisor Holt, to approve the report.** Citizen Member Mariette Nowak asked about the Burn Plan on the second page of the report. Mortwedt confirmed it is too late for burning this spring, and due to current burning restrictions, there have not been any burns in County parks this spring. He noted burns may be considered this fall. **Motion carried 5-0.**

### **Unfinished Business**

- SEWRPC update on the Park and Open Space plan Chapter 3  
Joel Dietl and Robbie Robinson, SEWRPC, presented the update included in the packet. Chair Russell requested some changes related to the information regarding White River Park and Dietl said those changes can be implemented. Citizen Member Holst said she would forward information to Robinson on updates that have taken place since this report was created. Citizen Member Nowak asked about major lakes and how the acreage is determined when lakes swell due to high rainfall. Dietl said the DNR standards are used for determining the size of a lake. Vice Chair Kilkenny asked if county roads could be included, as well as state and federal highways. Dietl said it could cause the map to be difficult to read, but added they will look into the possibility of including county roads. **Vice Chair Kilkenny made a motion, second by Supervisor Holt, to approve the update from SEWRPC on the Park and Open Space Plan Chapter 3, subject to further review and staff comments. Motion carried 5-0.**

- Update on the Memorandum of Understanding with Geneva Lakes Conservancy
- Update on the Memorandum of Understanding with Kettle Moraine Land Trust

Mortwedt said both of these Memorandums of Understanding (MOU) are being reviewed by Walworth County and said he is hopeful they will be executed soon. Citizen Member Holst noted at the February meeting, it was voted for the plans to be changed to 3 years from 5 years. Mortwedt said this will be changed in the updates. Chair Russell said she would prefer to see more items included, as well. Holst said Kettle Moraine Land Trust has been having learning sessions and said she would like the Geneva Lakes Conservancy to consider conducting more active learning activities at the White River County Park. Mortwedt said that is something that can be worked on.

### **New Business**

- Report on 2020 Park Workday & Education Schedule

Mortwedt said the COVID-19 pandemic has affected the schedule a great deal, and the planned work days for the spring have been cancelled due to the extension of the Safer at Home order. Staff are still looking into the July date and they will attempt to reschedule work days, if possible. He added Public Works employees are attempting to complete some of the tasks that were unable to be completed by volunteers due to the cancelled work days. Discussion ensued regarding potential changes to the Safer at Home order at the State level.

**Reports/announcements by Chairperson** – There were none.

**Confirmation of next meeting:** The next meeting is scheduled for Monday, June 15, 2020 at 2:00 p.m. Please note the time change.

### **Adjournment**

**On motion and second by Vice Chair Kilkenny and Supervisor Holt, Chair Russell adjourned the meeting at 2:07 p.m.**