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 Member Mariette Nowak. Citizen Member Merilee Holst was absent. A quorum was declared.

Others in Attendance
County Staff: County Administrator David Bretl; Director-Public Works Richard Hough; Assistant Director Fleet/Parks/Facilities and Parks General Manager Dennis Clark

Supervisor Staples made a motion, seconded by Citizen Member Nowak, to approve the agenda. Motion carried by voice vote.

Vice Chair Russell made a motion, seconded by Supervisor Staples, to approve the July 15, 2019 meeting minutes. Motion carried 4-0.

Public comment – There was none.

Consent Items
• Reports
  1) Park Summary Report – October 2019
Fleet/Parks/Facilities and Parks General Manager Dennis Clark reported on updates that have taken place since the last meeting. He said there are a number of projects coming up before the end of the year, along with three volunteer work days. They have added educational events, and the first “Under the Full Moon” walk was a success, with eight people attending. He said another event will take place on November 2nd and will include learning how the woods prepare for winter. He said there is a new idea this year, with employees from the Highway and Park divisions working together for about 3 weeks on projects that need to be completed, such as trail cleanup and culvert fixes. Director of Public Works Richard Hough added this is something DPW will try to do twice a year when the seasons are in transition and there is not as much summer or winter maintenance to do. He wants to bring the different divisions of DPW back together and emphasize teamwork. Hough said there seems to be a lot of money leftover in the Park budget at the end of the year, due to a lack of manpower, and he hopes this will help to allocate some of those funds.

New Business
• Resolution Approving Submission of Grant Application for Outdoor Recreation Aids Grant
Hough said this is an annual application for the Snowmobile Alliance. Supervisor Staples made a motion, seconded by Citizen Member Nowak, to recommend approval of Resolution Approving Submission of Grant Application for Outdoor Recreation Aids Grant. Motion carried 4-0.

• Ordinance Amending Section 42-4 of the Walworth County Code of Ordinances Relating to the Disposition of Harvested Wood from County Parks & Facilities
Hough said the County currently can only give harvested wood to a landowner in a right of way, which means we are spending manpower hours transporting it to the County burn pile. This resolution would save manpower and would limit the amount of wood that is wasted. He added there would be a permit required before someone could acquire the wood. Administrator Bretl commented the wording of the resolution may need to be changed to ensure clarity as to the process by which wood is removed. Hough said the required
permit addresses much of the specifics. Citizen Member Nowak expressed opposition to trees being cut
down in County Parks due to the possibility of their providing resources to birds and insects. Discussion
ensued. Chair Kilkenny requested the resolution be redrafted, and Citizen Member Nowak suggested the
creation of a resolution that no trees or dead wood be removed from County Parks, unless they are in the way
of a path. No action was taken on this item. Bretl and Hough will prepare a revised resolution for the
December meeting.

• Update on Park and Open Space Plan
Clark said Southeastern Wisconsin Regional Planning Commission (SEWRPC) will update the 5 year plan
and it will be on the December agenda, along with a short presentation.

Reports/announcements by Chair – There were none.

Confirmation of next meeting: The next meeting is scheduled for Monday, December 9, 2019 at 1:00 p.m.

Adjournment
On motion by Supervisor Staples, seconded by Vice Chair Russell, Chair Kilkenny adjourned the
meeting at 1:57 p.m.

Submitted by Betsy Stanek, Administrative Assistant. Meeting minutes were approved by the Committee at the December 9, 2019 meeting.