

Unofficial Until Approved

Forestry & Parks Committee Minutes

April 29, 2016

Clark County Courthouse Auditorium, Neillsville, WI

Call to order 9:00 at a.m. by Forestry and Parks Committee Chairperson Al Bower.

Supervisors Present: Al Bower, Tom Wilcox, Joe Waichulis, Dale Mitte, Dean Zank

Supervisors Absent: None

Others present for all or some of the meeting: Rick Dailey – Forestry and Parks Administrator; Marcus Aumann – Parks & Programs Manager; Tom and Kay Scholtz; Jake Brunette – Corporation Counsel; Wayne Hendrickson – County Board Chairman.

The Administrator presented the April 21, 2016 minutes. Motion by Joe Waichulis, seconded by Tom Wilcox to approve the April 21, 2016 minutes as presented. Voice vote, all ayes, motion carried.

The Administrator reviewed the bids and financial summary for the Sherwood Lake Dam repair project. Discussion held on experience and qualifications of bidders. Motion by Joe Waichulis, seconded by Tom Wilcox to approve the alternate bid from Terra Engineering and Construction in the amount of \$298,573.00. Voice vote, all ayes, motion carried. Dale Mitte abstains.

Marcus Aumann updated the committee on implementation of a new process for loose change collection and the current petty cash policy for campgrounds. The new process for handling loose change does not allow managers to make change with money collected from shower and laundry facilities. This could potentially create a shortfall for customers who request change from our park offices. Motion by Dale Mitte, seconded by Joe Waichulis to increase petty cash balances to \$600.00 for Russell Memorial Park, \$400.00 for Rock Dam Park, \$100.00 each for Mead, Sherwood and Snyder Park and add two \$100.00 reserve banks to be used for busy weekends; to use money from the Bruce Mound petty cash fund to supplement the park petty cash fund and to allow the department to adjust balances as needed for operational needs. Voice vote, all ayes, motion carried.

Corporation Counsel Jake Brunette discussed his proposal for the appointment of an Administrative Coordinator. No action taken.

The Administrator discussed the Black River County Park LAWCON conversion project. Confirmation has been made that the application was received by the National Park Service. The National Park Service has indicated that the application is complete, but is now requiring an environmental assessment (EA). The administrator has contacted several consultants to gauge interest and obtain a cost estimate for completion of an EA for this project. Discussion held on possible options to complete the EA and involvement of the WI Department of Transportation. No action taken.

The Administrator presented the list of department positions with updated titles and salary detail for reclassification under the new Administrative Compensation Policy. Discussion held on adding the Construction Specialist/Carpenter to this list for a one time retention incentive adjustment. No action taken.

Call for Public Comment – None received.

Next regular meeting date was set for Friday May 20, 2016 at 9:00 a.m. in the Courthouse Auditorium.

Motion to adjourn at 11:41 a.m. by Dale Mitte, seconded by Tom Wilcox. Voice vote, all ayes, motion carried.

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Rick Dailey, Secretary