

1 **PLANNING, CONSERVATION & PARKS COMMITTEE - AMENDED**

2
3 Public Agency Center
4 West Bend, WI

February 18, 2009
12:07 p.m.

5
6 Present: John Stern, Charlene Brady, Todd Healy, Marilyn Merten, Michael Miller and Gerald Schulz. Excused:
7 John Jung.

8
9 Also present: Administrator Paul Mueller, Deputy Administrator Debora Sielski, Land Resources Manager Phil
10 Gaudet, County Engineer/Surveyor Scott Schmidt, Landscape Designer Cindy Leinss, Accounting Supervisor Kelly
11 Cisar, and Administrative Assistant Linda Doro.

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13 Chairman Stern called the meeting to order at 12:07 p.m.

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15 **ELECTION OF VICE-CHAIRPERSON**

16 Moved by Mr. Miller, seconded by Ms. Brady to nominate and cast a unanimous ballot for John Jung as Vice-
17 Chairperson. Motion carried.

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19 **CONSIDER UNSOLICITED PROPOSAL FROM BUTEYN-PETERSON CONSTRUCTION COMPANY**
20 **RE: EXISTING GRAVEL PIT AT HERITAGE TRAILS COUNTY PARK PROPERTY, TOWN OF POLK**

21 Appearance: County Attorney Kim Nass, Sheriff Dale Schmidt, and Jon Kleist, Buteyn-Peterson Construction Co.,
22 Inc.

23 Mr. Kleist presented proposal to extract and process approximately 100,000 tons of granular and dense base course
24 material from the gravel pit at Heritage Trails County Park for a WI Dept Transportation project. The project is
25 expected to start mid-summer and Buteyn-Peterson proposes to have restoration in place by mid-October.

26 Washington County Planning and Parks Department would incur no costs related to Buteyn-Peterson Construction
27 Company use of the site or to the restoration of the site. Sheriff Schmidt indicated he has no concerns with the
28 proposal as long the extraction does not occur at the site of the proposed shooting range. Moved by Ms. Merten,
29 seconded by Mr. Healy to consider the unsolicited proposal and enter into agreement with Buteyn-Peterson
30 Construction Co., Inc. to mine the gravel pit at Heritage Trails County Park in the Town of Polk, subject to review
31 by the County Attorney. Motion carried.

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33 **DIVISION REPORTS**

34 **Golf and Parks Division – Mike Kactro**

- 35
 - Clubhouse and Site projects
 - 36 • Golf Course Projects
 - 37 • Golf Course Staffing
 - 38 • Park Projects
 - 39 • Park Staffing

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41 **Planning Division – Debora Sielski**

- 42
 - County Comprehensive Planning
 - 43 • Local Government Comprehensive Planning
 - 44 • Park and Open Space Planning
 - 45 • Other Planning Division Activities

46 Moved Mr. Schulz, seconded by Ms. Merten to accept Golf and Parks Division report. Motion carried.

47 Moved by Ms. Brady, seconded by Mr. Miller to accept the Planning Division report. Motion carried.

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50 **MINUTES**

51 A correction was noted on Page 2, Line 3: add . . . \$12,500 from Retained Fees. Moved by Ms. Merten, seconded
52 by Mr. Schulz to approve the January 14, 2009, minutes, as corrected. Motion carried.

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54 **REPORT ON MONUMENT CONDITION INVENTORY, PHASE 1 – TOWN OF POLK**

55 Mr. Schmidt reported on the Phase I monument condition inventory project in Town of Polk, which will be
56 contracted through Capital Survey for \$7,810.86.

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1 **2008 YEAR END TRANSFER & NON-LAPSING ACCOUNT REQUESTS**

2 Moved by Mr. Miller, seconded by Mr. Healy to approve the 2008 transfers of \$44,000 from the Planning Division
3 accounts to the Land Use Division accounts as listed below. Motion carried.

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5 2008 Transfers From:

6 Account Name	Amount
7 Printing	8,000
8 Salaries and Wages	6,000
9 Overtime	2,000
10 Health Insurance	3,000
11 Other Professional Services	5,000
12 Advertising and Legal	1,500
13 Postage	12,000
14 Copying	2,000
15 Training	2,000
16 Information Systems	500
17 Per Diem	<u>2,000</u>
18 Total	44,000

19
20 2008 Transfers To:

21 Account Name	Amount
22 Other Purchased Services	6,500
23 Other Expenses	<u>37,500</u>
24 Total	44,000

25
26 Moved by Mr. Miller, seconded by Ms. Brady to approve the transfer of \$11,707.27 from the 2009 Repair and
27 Maintenance account and \$11,707.28 from the 2009 Building Repair account to the 2009 Erin Property account,
28 unless there is 2008 surplus funds available to the purchase of the Erin property. Motion carried.

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30 Moved by Ms. Merten, seconded by Mr. Miller to approve the 2008 non-lapse of the accounts listed below to 2009.
31 Motion carried.

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33 Non-lapse to 2009

34 Account Name	Amount
35 Parks-Repair and Maintenance	1,560.00
36 Park Development-Ackerman Shelter #1	310.00
37 Park Development-2006 Ridge Run Play Equip	15,481.00
38 Park Development-Sandy Knoll Play Equipment	1,899.43
39 Park Development-Ackerman Shelter #2	10,060.03
40 Park Development-2007 SK Walkway	4,541.94
41 Park Development-Park Conservation Easement	195,936.00
42 Park Development-Park Development	273.83
43 Park Development-Park Conservation Easement	100,000.00
44 Park Development-SK Bridge Replacement	2,333.75
45 Park Development-Parks Asphalt	46,153.75
46 Park Development-RR Bathroom #2	172,096.80
47 Park Development-Park Development	46,056.38
48 Snowmobile 2008-2009 Trail Maintenance	46,300.00
49 Snowmobile Bridge Demolition	45,250.00
50 Snowmobile State Aid-Supplemental Maintenance	46,300.00
51 Snowmobile State Aid-Bridge Demolition	45,250.00
52 GIS-Land Record Fee Revenue	78,812.50
53 GIS-Land Record Fee Expense	78,812.50
54 GIS-Internet Record Fee Revenue	94,559.00
55 GIS-Internet Record Fee Expense	94,559.00
56 Land Use Zoning-Other Purchased Services	15,500.00

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58 **CONSIDER PURCHASE OF REPLACEMENT LAPTOP**

59 Moved by Ms. Merten, seconded by Mr. Healy to approve the purchase of a replacement laptop at a cost of \$1,560.
60 Motion carried.

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1 **CONSIDER PURCHASE OF REPLACEMENT COLOR PRINTER**

2 Moved by Mr. Miller to approve the purchase of a replacement color printer at a cost of \$3,878. Motion died for
3 lack of a second. The Department will have the existing color printer repaired.

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5 **FUTURE AGENDA ITEMS:**

- 6 • Trial Dogs off leash at County parks
7 • Discussion on possible dredging around Fishing Piers at Ackermann Grove's and Leonard J. Yahr County
8 Parks

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10 **ADJOURNMENT**

11 Moved by Ms. Merten, seconded by Mr. Healy to adjourn the meeting at 1:45 p.m. Motion carried.

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Brenda J. Jaszewski, County Clerk