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**WASHINGTON COUNTY  
PLANNING, CONSERVATION AND PARKS COMMITTEE**

Public Agency Center  
West Bend, WI

July 13, 2011  
1:30 p.m.

Present: Michael Bassill, Melvin Ewert, Raymond Heidtke, Michael Miller, Gerald Schulz, Peter Sorce, and John Stern.

Also present: Administrator Paul Mueller, Deputy Administrator Debora Sielski, Assistant Administrator for Golf and Parks Mike Kactro, Accounting Supervisor Kelly Cisar, Landscape Designer Cindy Leinss, Office Manager Joanne Wagner, Chairperson Herbert Tennes, and Administrative Assistant Linda Doro.

Chairperson Stern called the meeting to order at 1:30 p.m.

**REGISTER OF DEEDS QUARTERLY REVENUE UPDATE**

*Appearance: Register of Deeds Sharon Martin*

Ms. Martin presented a quarterly revenue report for April 2011 through June 2011. The Register of Deeds office is taking in enough revenue to cover what was anticipated for revenue in 2011. Transfer fees and home sales are down slightly, but Register of Deeds fees are up, and will offset the two. Ms. Martin reported she will not be hiring a clerical pool individual to assist with projects this year, so that will be an anticipated \$4,500 savings.

**MINUTES**

Moved by Mr. Sorce, seconded by Mr. Heidtke to approve the June 8, 2011, meeting minutes as presented. Motion carried.

**DUMPSTERS AND TRASH PICK UP AT COUNTY PARKS**

Mr. Kactro discussed the garbage collection process in the County Park System. In the past, most parks in the park system had one large garbage hopper and all the garbage generated by park users was collected by park crews and dumped into the hopper. In order to save time and labor, park users are now responsible for taking home the refuse they generate or place it in the park dumpster. To date, park staff has had little success trying to keep household and commercial waste out of the park dumpsters. Park staff and deputies do watch for illegal dumping. Currently in the park system, there are six-yard, four-yard and two-yard hoppers placed in the parks. Veolia is the contracted waste hauler through 2016. In 2010, the Department paid Veolia \$8,500 for garbage removal in the parks.

**STAFFING UPDATE - EXECUTIVE COMMITTEE**

Mr. Mueller reported he will present a recommendation to the Executive Committee on Tuesday, July 19, 2011, to outsource grounds maintenance and snow plowing of the county facilities except for County Parks, Golf Course and Vehicle Maintenance & Storage Facility grounds. Outsourcing grounds maintenance and snow plowing would reduce the Department's staff size, and cut the outlay equipment, overtime, and summer help budgets in half.

**ILSE PROPERTY ADJACENT TO HERITAGE TRAILS COUNTY PARK UPDATE**

Mr. Mueller provided a brief history of the department's interest in purchasing an undeveloped portion of the Ilse property adjacent to Heritage Trails County Park. An appraisal was completed in 2007. Since then, the owner and his business are wrapped in a bankruptcy with M & I Bank. Recently, M & I Bank has been contacted regarding the County's interest purchasing part of the property. M & I Bank informed Staff that they have a 2009 appraisal that evaluates the property at a higher level, and M & I would want a substantial amount more for the property. Mr. Mueller informed the Committee that the Department has declined M & I's offer and the CIP funds designated for the purchase of this property will come back to the Committee for reallocation.

**DIVISION REPORTS**

*Planning Division - Debora Sielski*

- Farmland Preservation Planning
- Get Moving Washington County
- Activities for Other Planning and Parks Department Divisions
- Other Planning Division Activities

*Golf and Parks Division - Mike Kactro and Cindy Leinss*

- Clubhouse and Site Projects
- Golf Course Projects
- Golf Course Staffing
- Business
- Park Projects
- Park Staffing
- Business
- Training and Miscellaneous

Moved by Mr. Sorce, seconded by Mr. Schulz to accept the Planning Division and Golf and Parks Division reports. Motion carried.

**NEXT TENTATIVE MEETING DATE**

The Planning, Conservation and Parks Committee will tentatively meet on Wednesday, August 10, 2011, at 1:00 p.m., Wednesday, August 17, 2011, at 1:00 p.m., and Wednesday, September 28, 2011, at 1:00 p.m. for a regular meeting.

**ADJOURNMENT**

Moved by Mr. Heidtke, seconded by Mr. Schulz to adjourn the meeting at 2:48 p.m. Motion carried.