



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 3/18/2024

Amended Post Date:

The following documents are included in the packet for the Parks Commission meeting on March 21, 2024:

- 1) Agenda
- 2) Minutes – 02/05/2024
- 3) Parks Report



**GREEN LAKE COUNTY
OFFICE OF THE COUNTY CLERK**

*Elizabeth Otto
County Clerk*

*Office: 920-294-4005
FAX: 920-294-4009*

***Parks Commission
Meeting Notice***

***Date: Thursday, March 21, 2024 Time: 4:00 PM
Location: Government Center, County Board Room, 571 County Road A, Green Lake WI***

***AMENDED AGENDA**

**Committee
Members**

*William Boutwell, Chair
Curt Talma, Vice- Chair
VACANT
Charlie Wielgosh
Ken Bates
Vonn Roberts
Michael Shattuck*

Elizabeth Otto, Secretary

Virtual attendance at meetings is optional. If technical difficulties arise, there may be instances when remote access may be compromised. If there is a quorum attending in person, the meeting will proceed as scheduled.

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Approval of Minutes: 2/5/2024
5. Public Comment (3 minute limit)
6. Kayak Launches on Current Boat Launch Facilities – Discussion and Take Action
7. Establishing Daily and Annual Fees for Kayaks, Canoes, and other Non-Motorized Boats – Discussion and Take Action
8. Policy for Monitoring Materials Placed in Kiosk at Dodge and Sunset Parks – Discussion and Take Action
9. Expanding the Size and/or Add Another Kiosk for the Informational Kiosk at Dodge and Sunset Parks – Discussion and Take Action
10. *Update on Bike Trails
11. *Recommendations to Appoint a Designated Parks Person
12. *Request Use of ARPA Funds for Park Development
13. Parks Report
 - Monthly Activities
14. Committee Discussion
 - Future Meeting Dates: TBD
15. Adjourn

This meeting will be conducted through in person attendance or audio/visual communication. Remote access can be obtained through the following link:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 220 477 701 055

Passcode: dpVBhq

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 920-515-0745,,971765971#](#) United States, Green Bay

Phone Conference ID: 971 765 971#

[Find a local number](#) | [Reset PIN](#)

Please accept at your earliest convenience. Thank you!

[Learn More](#) | [Help](#) | [Meeting options](#) | [Legal](#)

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Elizabeth Otto, County Clerk

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.

PARKS COMMISSION

February 5, 2024

The regular meeting of the Parks Commission was called to order by Chair Bill Boutwell on Monday, February 5, 2024 at 3:00 PM in the Green Lake County Board Room, Green Lake County Government Center, 571 County Road A, Green Lake, WI. The meeting was held both in person and via remote access. Requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Bill Boutwell
Ken Bates
Vonn Roberts (remote)
Charlie Wielgosh
Michael Shattuck
Curt Talma (remote)

Other County Employees Present: Liz Otto, County Clerk; Jeff Mann, Corporation Counsel; Scott Weir, Maintenance Supervisor

APPROVAL OF MINUTES

Motion/second (Shattuck/Bates) to approve the minutes of the October 9, 2023 with no changes or corrections. Motion carried with no negative vote.

PUBLIC COMMENT - none

APPEARANCES

- Lisa Meier, Green Lake Chamber of Commerce, requested approval to set up a promotional kiosk at both Sunset and Dodge Memorial Parks for the summer season. She suggested the kiosk be monitored by either Green Lake Country Visitor's Bureau or the Green Lake Chamber of Commerce and could provide information regarding upcoming events throughout the area.
- Sean Kollmer, Green Lake Association, requested approval to install a new gauging station at Sunset Park by the ADA fishing pier. This would provide important nutrient loading information into that area of the lake and would be the 7th station currently on the lake. The stations are all monitored and maintained by the Green Lake Association. Questions followed.

DISCUSSION AND APPROVAL OF THE USGS SAMPLE REQUEST

Discussion held on monitoring and the data analysis provided by the gauging stations. *Motion/second (Bates/Wielgosh)* to approve the installation of a gauging station at Sunset Park. Motion carried with no negative vote.

DISCUSSION AND APPROVAL OF THE JOINT KIOSK BETWEEN THE COUNTY PARKS AND THE GREEN LAKE CHAMBER OF COMMERCE

Corporation Counsel Jeff Mann stated he recommends a policy monitoring the material that is put into any type of kiosk at the county parks. Discussion held. *Motion/second (Bates/Shattuck)* to delay action on this item until the next meeting so that Mann can provide information on a policy. Motion carried with no negative vote.

BOAT LAUNCH FEE UPDATE

- **Ordinance to approve changing the use of boat launch fees**

Chair Boutwell led a discussion regarding the current ordinance and the possible restrictions for use of the boat launch fees. Clerk Liz Otto provided an approximate balance of \$295,493 in funds. Boutwell suggested several options for improvement such as beaches, restrooms, etc. and also suggested collection kiosks at all county launches in addition to Dodge Memorial

and Sunet Park. Corporation Counsel Jeff Mann will study the current ordinance in detail and determine if the language needs to be updated. *Motion/second (Bates/Roberts)* to postpone further discussion until the next meeting. Motion carried with no negative vote.

DISCUSSION AND TAKE ACTION ON KAYAK LAUNCH ESTIMATES

Maintenance Supervisor Scott Weir requested direction as to what type of estimates the committee is looking for on the kayak launches. Location plays a part in whether a pier is required or not. Discussion held. Weir will provide more information at the March meeting.

PARKS REPORT

- Discuss projects for 5 year plan

Maintenance Supervisor Scott Weir gave an overview of the current plan which terminates on December 31, 2024. Boutwell stated that the committee needs to start thinking of ideas for the 2025-2028 plan.

- Monthly activities – no discussion on submitted report from Scott Weir

COMMITTEE DISCUSSION

Future Meeting Date: March 11, 2024 @ 3:00 PM

Future Agenda items for action & discussion: promotional kiosk approval and policy, boat launch ordinance update, kayak launch estimates, 5 year plan

ADJOURNMENT

Chair Boutwell adjourned the meeting at 4:11 PM.

Submitted by,

Liz Otto
County Clerk

March 21, 2024
Parks Commission
Monthly Meeting
Parks & Recreation Department
Green Lake County

Zobel

Tree cutting continues upper park
Landscape block purchased for lower privy area
Waiting for vendors finished quotes for upper and lower shelters/schedules for vendors possible
delivery/install early August 2024
Scheduled Maintenance performed
General Maintenance performed

Sunset Park

North parking lot launch signage/post repaired and placed
Kayak launch-Cove Marine still waiting for price confirmation from company rep.
Scheduled Maintenance performed
General Maintenance performed

Twin Lake Park

Scheduled Maintenance performed
General Maintenance performed

Spring Valley Park

Wood planking left at landing removed
Scheduled Maintenance performed
General Maintenance performed

Dodge Memorial Park

Vandalized sign removed from launch area replacement ordered
Kayak launch-Cove Marine still waiting for price confirmation from company rep.
Scheduled Maintenance performed
General Maintenance performed

Maria Park

Scheduled Maintenance performed
General Maintenance performed

Kingston Park

Trash that was dumped in parking area removed
Scheduled Maintenance performed
General Maintenance performed

Laurie's Trail

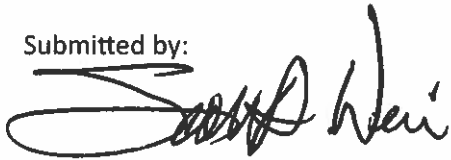
Complete trail power broomed
Schedule Maintenance performed
General Maintenance performed

Mascoutin Valley State Trail

Grading scheduled for trail mid april
Boardwalk inspection completed
Branches from high winds removed
Schedule Maintenance performed
General Maintenance performed

Annual Report included in packet
Kayak launch sites fir Dodge/Sunset Parks included in packet

Submitted by:

A handwritten signature in black ink, appearing to read "Scott A. Weir". The signature is stylized with a large, sweeping initial "S" and a cursive "Weir".

Scott A. Weir
Maintenance Director
Parks & Recreation Director
Green Lake County

**GREEN LAKE COUNTY PARKS & RECREATION DEPARTMENT
ANNUAL REPORT FOR 2022**

This report was generated from the 2023 Expenditure Detail Report by the Finance Department

	2022	2023
Security lighting/Electricity	\$1,684.05	\$1,478.59
Snow mobile Tail Maintenance	\$67,287.00	\$42,990.04
Sanitary District Fish Reaing	\$950.00	\$950.00
Green Lake Trail Project	\$469,172.00	\$0.00
Launch Maint./Signage/Trash/Terminals/Privy's Electrical/Fuel	\$18,311.18	\$37,320.15
Launch Fee's/Revenue	\$49,497.00	\$57,835.00
Equipment Rental/Lease	\$537.45	\$657.10
Equipment/Equipment Repair & Maintenance	\$1,568.72	\$3,975.10
Parks Revenue	\$0.00	\$0.00
Parks Donations Carryover	\$0.00	\$0.00
Fuel/Parks	\$3,698.22	\$3,823.00
Tools/Consumables	\$67.35	\$163.86
Mandated Water Testing	\$30.00	\$35.00
PPE	\$183.81	\$127.62
Sanitation	\$1,766.36	\$1,081.69
Sewer/Sanitary Pumping	\$3,361.01	\$6,653.50
Trash/Parks Only	\$617.41	\$318.80
Maint./Buildings/Grounds/Furnishings	\$1,401.77	\$14,695.88
Improvements	\$710.00	\$856.02
Capital Outlay Projects/Parks	\$24,750.06	\$19,035.00
Capital Outlay Projects/Launch's	\$0.00	\$54,291.00



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