

## AGENDA

Eau Claire County

• **Committee on Parks & Forest** •

Monday, January 08, 2024, 5:00 p.m.

*Room AG 103 and 104*

Join from the meeting link.

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=mb2ee3476e25aa45fe87d26ec81fd9c9e>

Join by meeting number.

*Meeting number (access code): 2533 733 9036*

*Meeting password: FHjpf6jjK72*

For those wishing to make public comment, you must e-mail Kimberly Watnemoe at [Kimberly.watnemoe@eauclairecounty.gov](mailto:Kimberly.watnemoe@eauclairecounty.gov) at least 60 minutes prior to the start of the meeting. Comments are limited to 3 minutes per person and 30 minutes maximum for the public comment period.

1. Call to Order and Confirmation of Meeting Notice
2. Roll Call
3. Review/Approval of Committee Minutes - **Discussion/Action**
  - a. December 11, 2023
4. Public Comment
5. Free Ski Day Tower Ridge January 21<sup>st</sup> - **Discussion/Action**
6. Naming Rights for Skills Park at Lowes Creek Park - **Discussion/Action**
7. Sale of County Owned Land Adjacent to Lake Altoona County Park - **Discussion/Action**
8. Ski Sprites Partnership Proposal for Two Aqua Thruster Units for Blue Green Algae Management at Lake Altoona Beach - **Discussion/Action**
  - a. <https://weedersdigest.com/aqua-thruster-lake-muck-silt-weed-control-prevention-blower/>
9. Request for Free Entrance to Lake Altoona County Park June 15<sup>th</sup> and 16<sup>th</sup> for Adaptive Ski Lessons - **Discussion/Action**
10. Request from Town of Fairchild to Make Forest Road 4 an ATV/UTV Route- **Discussion/Action**

Prepared by Kimberly Watnemoe, Parks & Forest

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710 (FAX) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

11. Drive Through Lighting Display at Eau Claire County Expo Center - **Discussion/Action**
12. Resolution 23-24/068 Adopting the 2024 Annual Work Plan for the Parks and Forest Department to Comply with the County Forest Administration Grant Program - **Discussion/Action**
13. Resolution 23-24/071 Authorizing the Parks and Forest Director to Submit an Application to the State of Wisconsin Department of Natural Resources (DNR) to Apply for a Cost Sharing Recreational Boating Grant- **Discussion/Action**
14. Approval of 2024 Eau Claire Emergency Fire Wardens - **Discussion/Action**
15. Director's Report
16. Future Committee Meetings and Items for Discussion

*Next Meeting – February 12, 2024, at 5 pm*

17. Adjourn

Prepared by Kimberly Watnemoe, Parks & Forest

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## MINUTES

Eau Claire County

### • Committee on Parks & Forest •

Monday, December 11, 2023, at 5:00 p.m.

Agricultural and Resource Center

227 1<sup>st</sup> Street West., Altoona – Room 103 and 104

Members Present: Joe Knight, Missy Christopherson, Tami Schraufnagel, Jodi Lepsch (Virtual), Nate Otto

Others Present: Josh Pedersen – Director, Kimberly Watnemoe – Administrative Specialist III (Committee Clerk), Erika Gullerud – Finance Analyst, Kyle Johnson – DNR County Forest Liaison, Jacob Tumm – EC County Forester

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#### Call to Order Committee on Parks & Forest and confirmation of meeting notice

Chairman Knight called the meeting to order at 5:00 p.m and confirmed public posting of the meeting.

#### Public Comment

No members of the public wished to make comment.

#### Review of November 13, 2023, Committee Meeting Minutes

Supervisor Otto motions to approve the minutes with necessary amendments from November 13, 2023. All in favor.

#### Approve 2023 Fall Timber Bid Results

Forester Tumm spoke about the bid results. Overall, they had 31 bids selling 8 of the 12 tracts. Sales revenue was 55% higher than the advertised value. Tumm also mentioned with the sales that did not sell he will either try to find other acres to add to make the sale more appealing to loggers or will sell the sale for direct purchase as long as it's under \$10,000. Supervisor Schraufnagel motions to approve 2023 Fall Timber Bid Results. All in favor.

#### Director's Report

Director Pedersen provided an update on the Carbon Credits project forest plots will be established beginning on 12/12/2023 and will be completed sometime in January. They are working on 292 plots. He then spoke about the capital projects that are wrapping up such as the new Coon Fork garage and the installment of three new payment kiosks at Tower Ridge, Big Falls, and Coon Fork dayside. A seasonal groomer position was posted for applications with the hope of having someone hired for the new year. Ideally this individual would work nights, weekends, and holidays.

#### Future Parks & Forest Committee Meetings and Items for Discussion

Next Parks & Forest committee meeting date is set for January 8, 2024, at 5:00 p.m. Items for discussion include the annual work plan.

#### Committee on Parks & Forest Adjournment

The Committee on Parks & Forest adjourned at 5:39 p.m.

Respectfully Submitted by,



Kimberly Watnemoe  
Committee Clerk  
Administrative Specialist III





# 2024 EAU CLAIRE COUNTY PARKS AND FOREST DEPARTMENT WORK PLAN

## I. **ADMINISTRATIVE OBJECTIVES**

(Accomplished primarily by director, supervisor, parks and programs manager, and administrative specialist)

### A. **ITEMS:**

- Continue implementation of reforestation plan for the county forest
- Continue department Facebook page for interacting with the public
- Establish date, advertise, and coordinate free ski day at Tower Ridge Recreation Area with Ski Striders
- Coordinate June "Open House" free access, National Trails Day in parks (first Saturday in June annually),
- Maintenance agreement with Ski Striders for Tower Ridge Recreation Area chalet
- Contact Boy Scouts or other group to consider involvement with camping development/Adopt-A-Park agreement for L.L. Phillips Park
- Utilize UWEC and CVTC student interns/Service-Learning students on various projects (including park surveys, tallying, etc.)
- Coordinate volunteer efforts including Adopt-A-Park projects: Coon Fork and Harstad with Augusta Area Schools students; Lowes Creek Park with area scouting groups and Lowes Creek trails with CORBA; Big Falls Park with UW-EC student organizations; Lake Altoona Park with Ski Sprites; Tower Ridge with Ski Striders, Chippewa Valley Disc Golf Organization and Chippewa Valley Trailriders; secure adopt-a-park group for Lake Eau Claire Park; and Guettinger Woods & Wildlife Area with The Adventurers 4-H Club.
- Promote use of Guettinger Woods hiking/snowshoe trails through The Adventurers 4-H Club
- Attend WPRM and WCFA meetings as necessary
- By January 31 forward 2023 work plan and director's wages and fringe benefit costs to DNR to be eligible for forest administration grant
- By April 15 make annual application to DNR for ATV and snowmobile trails maintenance and development
- By May 1 apply to DNR for cost sharing any qualifying park development projects (Stewardship funds)
- By December 15 apply to DNR for County Conservation Aids
- Review county code for annual updating
- Monitor and report to committee on twelfth year for free skiing at Tower Ridge on Monday nights in January and February 2024 for continuation
- Spot check CVDGO disc golf tournaments at Tower Ridge to assure all vendors are paying fees to county
- Assess/initiate opportunities for energy conservation and reducing costs relating to electricity use, vehicle use, heating, cooling, and other energy uses at all locations and operations
- Review old files and put them in compliance with County Code regarding record retention

### B. **ONGOING ADMINISTRATIVE TASKS (for Director and Administrative Specialist positions):**

Administration of recreation area entrance fees including sales, receipting revenues including new park kiosks, compliance checks, issuance and handling of violation notices, notice to Sheriff's Dept. for suspension of vehicle registration for unpaid fines; purchase equipment/supplies per budget (writing specifications, pricing, bidding); drafting and sending of news releases; spring and fall timber sales and fall firewood brochures and advertisements; contracted service bids/quotes for garbage pickup, campground firewood, septic pumping, ice vending; timber stand improvement work; recruit for seasonal positions; timber sales record keeping, extensions, marketing, supervision; schedule and conduct quarterly staff meetings; coordination of staff training opportunities; apply for and process reimbursement claims for state/federal funding including park development, snowmobile trails maintenance (#S-5889/\$54,360) and ATV/UTV trails maintenance (#ATV-4482-summer/\$24,142.16; #ATV-4663--winter/\$2,051; #ATV-4689T--troutes/\$816.72); conduct summer park user surveys at Coon Fork, Lake Altoona, and Lake Eau Claire parks; develop 2025- budget and work plan; recruit for Advisory Committee members (as needed); tally camping statistics (November); land acquisition contacts and negotiations as directed by Committee on Parks & Forest; consider alternative ATV route in Fairchild to try to get out from payment to Union Pacific Railroad for ATV trail lease; coordinate random drug testing for employees; update ski and snowmobile trail conditions on phone message, Facebook and Travel Wisconsin website regularly; train staff regarding locations of survey markers near county forest roads to ensure monuments are not disturbed when doing road maintenance or other projects on the forest.

### C. **CONTRACTUAL ITEMS TO BE PURCHASED/BID/NEGOTIATED/AGREED WITH OTHER PARTIES:**

- Lake Eau Claire South Boat Landing
- Lake Eau Claire clubhouse project

- Lake Altoona beach pavilions project
- Park pit toilet replacements
- Harstad Park electrical service to campground
- Coon Fork campground paving
- Coon Fork campground playground equipment
- Coon Fork bathroom partition door replacements
- Coon Fork pit toilet replacements
- Coon Fork/County Forest glamping units
- Expo Center door replacements
- Expo Center barn roof repairs
- Dam automation project for Lake Eau Claire and Altoona
- Park entrance signage replacements
- Eau Claire River primitive campsite development
- Lawn mower replacement
- Replacement pickup truck
- Carbon Credit project development with Anew
- Firewood from processor for resale at campgrounds
- Blacktop sweeping/bridge inspections/snow plowing by Highway Department (as needed)
- Refuse and recyclable collection at parks
- Rental of portable toilet at Lake Altoona Park (April 1 – May 15 and October 15 – November 15)
- Pumping of vault/pit toilets and septic tanks
- Fire extinguisher checks
- Asphalt sealing for various parking lots
- Nature Programs at Coon Fork Park by Beaver Creek Reserve staff and volunteers
- Plant seedlings in prepared sites
- Timber stand improvement tracts
- Gravel overlays for forest roads
- Rental of Portable toilets from (September 15<sup>th</sup> - May 1<sup>st</sup>)

## II. **FIELD STAFF WORK PLAN**

(Maintenance technicians, forester, park rangers, seasonal laborers, and park attendants)

### A. **ONGOING TASKS:**

Remove hazard trees in all parks and intensive recreation areas and grind or pull stumps as needed; vehicle/equipment/building maintenance and repair; timber sales establishment, compliance checks, monitoring, scaling of forest products, forest reconnaissance updating; brush and maintain signs; forest regeneration planning/implementation; park supervision & maintenance; groom ski trails; maintenance of all recreation trails; culvert installations; grading and snowplowing 18 miles of forest roads, winter recreation parking areas including Guettinger Woods and Wildlife Area, Coon Fork, Tower Ridge, Evergreen, and Lowes Creek.

### B. **Parks General:**

- Refurbish picnic tables and upright grills
- Maintain deposit boxes as needed
- Treat park and other intensive use areas for poison ivy including canoe landings
- Grass seed bare spots
- Grind stumps as needed
- Seasonally open/close building water lines
- Repair and maintain ATV and snowmobile trail signs including ATV junctions
- Replace signposts as needed
- Fertilize turf areas
- Seasonally install/remove swim buoys and boat docks
- Replace seals and gaskets on hand pumps as needed
- Repaint park entrance and other signs as needed; re-establish/sign park boundaries
- Add wood chips as needed to playground areas
- Maintenance at all boat landings, including sweeping sand and gravel from ramps, putting rubber bumper guards around docks, and filling in potholes with gravel or blacktop and parking lot striping.
- Install hitching rails at Dells Pond and Coon Fork
- Brush Dells Pond public access
- Maintain and brush various canoe landing access points



- C. Big Falls Park
- Pruning along north and south entrance trails
  - Projects identified in 2022 parks master plan that can be started and accomplished
- D. Coon Fork Park/Dam:
- Add base course and level campsite pads as needed
  - Printing of reservation forms, handouts, revenue records, rental agreements, etc.
  - Special attention to maintaining Judge Peplau memorial plantings
  - Raise fire rings in campsites to avoid “flooding of fire rings” as needed
  - Prune branches along campground roads
  - Develop canoe access below dam and develop take out and access off NE spur of Shepherd’s Crook
  - Plant trees in D Loop
  - Remove and reclaim old playground on Dayside Park
  - Replace 2 grills at Dayside beach
  - Finish abandoning Dayside hand water pump and remove concrete structure
  - Repair footbridge by dam as needed
  - Projects identified in 2022 parks master plan that can be started and accomplished
- E. Harstad Park:
- Replace traffic signs as needed
  - Level and repair campsite pads with base course as necessary
  - Gravel day use and canoe parking lots
  - Projects identified in 2022 parks master plan that can be started and accomplished
- F. Lake Altoona Park/Dam:
- Replace picnic grills as needed
  - Replace bathroom partitions
  - Continue water, septic, and utility studies for park improvements
  - Concrete ADA picnic areas, sidewalks as needed
  - Replace timbers around playground areas as needed
  - Lime beach to reduce bacteria levels as needed
  - Replenish beach sand as needed
  - Test the Emergency Action Plan for Lake Altoona Dam
  - Plan for beach parking lot replacement
  - Repaint change house
  - Prune existing park trees
  - Replace toilets in both restrooms
  - Projects identified in 2022 parks master plan that can be started and accomplished
- G. Lake Eau Claire Park/Dam:
- Replace turf, trees, topsoil, under oak wilt areas
  - Repair boat landings with Highway excavator/or rent other for department use
  - Swing set improvements and replacement items as needed
  - Repaint interior/exterior of two toilets
  - Brush canoe portage
  - Test the Emergency Action Plan for Lake Eau Claire Dam
  - Removal of oak wilt trees and landscaping stump holes as needed.
  - Sidewalk repairs
  - Finish abandoning hand water pump and remove concrete structure
  - Projects identified in 2022 parks master plan that can be started and accomplished
- H. L.L. Phillips Park:
- Work on parking lot improvements
  - Develop campsites for future camping expansion
  - Repair bridges as needed
  - Projects identified in 2022 parks master plan that can be started and accomplished
- I. Lowes Creek Park:

- Mow trails for WORS "Firecracker" bike race within two weeks prior to race
- Repair/replace signs, posts, picnic tables, and shelter boards as needed
- Winter/Summer Recreational Trail maintenance and grooming
- Projects identified in 2022 parks master plan that can be started and accomplished

J. Expo Center

- Continue to host rental events on grounds during event season including Eau Claire County Fair
- Continued partnership with Eau Claire Curling Club for use of building E during winter months
- Provide winter storage opportunities for the public in barns

K. County Forest Area:

- GIS recon updates
- Purchase and install culverts as needed
- Pick up dump sites on county forest as discovered/reported
- Survey for Karner Blue Butterflies prior to any development in county forest areas
- Implement and maintain the forest access plan, reberm and repair gates as needed, install control measures immediately after completion of timber sales on new timber access trails
- Spray poison ivy areas as needed
- Brush around information signs on the forest
- Install signs at Coon Fork and Southfork Barrens (if signage is approved by DNR)
- Install signs at Horse Creek and Wilson Wilderness Areas
- Maintain rock ford crossings on ATV and forest access trails
- 30 hours assistance from DNR dozer
- Oak scarification of 80 acres of oak regeneration sites
- Assistance from DNR Wildlife management on various projects as time allows
- Brushing of trails and parking lots to maintain public access
- 25 acres of oak TSI
- 14 acres of 2024 red pine planting
- 151 acres of planting site preparation
- Gate replacement on Stoney Lonesome Trail
- Culvert replacement on the north end of Stoney Lonesome Trail
- Review for sale approximately 1,008 of timber (annual allowable cut) in the following timber types:

2024 Schedule of Harvest Treatments		
Forest Cover Type Offered For Sale	Total Acreage on The County Forest	Establishment Acres
Aspen	8,763	194
Red Maple	2,449	55
Oak	16,420	413
Red Pine	4,033	162
Jack Pine	4,094	66
White Pine	4,946	111
Bottomland/Central Hardwood	3,142	7
White Spruce	6	0
Non-Forested/Not scheduled for management	8,823	0
<b>Total Eau Claire County Forest Land</b>	<b>52,670</b>	<b>1,008</b>

- Develop a kiosk at horseback trailhead on CTH "G"
- Brush and mow Pea Creek Flowage dike

L. Guettinger Woods and Wildlife Area:

- Parking lot rehab
- New benches and additional signage for trails
- Coordinate with educational institutions for inventorying of various biological species and soil types



- Work with Adventurers 4-H Club on adoption of area
  - Maintain parking areas and signs
- M. Shop Area:
- Refurbish county forest and park signs
  - Construct educational signs on forest management practices
  - Clean up garbage and recycle tires and scrap iron
- N. County Forest Roads (18 miles):
- Monitor improvement needs and document grading and repairs to the county forest roads per certification requirements
  - Grade and sand/salt to qualify for state aid
  - Construct small parking areas along county forest roads
  - Gravel roads and replace culverts
  - Replace signs as needed
  - GIS inventory of all culverts and sizes on all forest roads and recreational trails
- O. Wildlife Projects:
- Mow all/part of 36 acres of wildlife trails and openings with 4x4 tractor/disc & drag
  - Seed and gate/berm closed logging access trails and fertilize seeded areas
  - Karner Blue Butterfly inventory and monitoring
  - Beaver control in problem areas
  - Maintain deer enclosures
  - Finish Ruffed Grouse access project on Stoney Lonesome
- P. Tower Ridge Recreation Area:
- Install "glass prohibited" signs at Trailheads
  - Disc golf parking lot rehab
  - Install erosion control measures on hills
  - Improve Lion's youth camp entrance and development of parking area with signage
  - Sign for no disc golf tournaments allowed without prior county approval, include county contact information
  - Maintain maintenance agreement with Ski Striders Cross-Country Ski Club
  - Plant seedlings along recreation trails with donated funds and volunteers
  - Continue removing the trail edge stumps east of the lighted trail
  - Winter/Summer Recreational Trail maintenance and grooming
  - Grade parking lots and add gravel as needed
  - Projects identified in 2022 parks master plan that can be started and accomplished
- Q. Red Flint Recreation Area
- Layout trails for hiking at property
  - Develop base map of property for website
  - Install decking and railings on old rail road bridge
- R. Public Outlots:
- Acquired through Federal Floodplain buyout – designate county boundaries, especially on Porterville Road and sign county land to prohibit vehicles and dumping
  - Work with Rock Falls Sportsman's Club for club to do maintenance of Porterville Road Chippewa River Access

FACT SHEET

TO FILE NO. 23-24/068

As stated in the resolution, County Board approval is required to comply with the requirements of the Forest Administration Grant. Details of the Parks & Forest Director's wages and fringe benefits are submitted to the state to determine the grant amount.

The Forest Administration grant will be approximately \$58,000 in positive fiscal impact.

Respectfully Submitted,

Josh Pedersen  
Parks and Forest Director

4 ADOPTING THE 2024 ANNUAL WORK PLAN FOR THE PARKS AND FOREST  
5 DEPARTMENT TO COMPLY WITH THE COUNTY FOREST ADMINISTRATION GRANT  
6 PROGRAM

7 WHEREAS, each year the county is eligible to receive 50% of the actual salary and up to  
8 50% of the fringe benefit costs of a county-employed professional forester in the position of  
9 county forest administrator or assistant county forest administrator, except that the fringe  
10 benefits may not exceed 40% of the position’s annual salary; and

11 WHEREAS, the parks and forest director, in his position, qualifies for this funding; and

12 WHEREAS, per Wis. Stat. § 28.11 (5)(b) and Wis. Admin. Code NR 47.75 for the  
13 county forest administration grant program, the county board must approve an annual county  
14 forest work plan which must also be approved by the department of natural resources to comply;  
15 and  
16

17 WHEREAS, the 2024 Annual Work Plan implements projects included in the adopted  
18 2024 budget and other projects involving only staff time with no other budget expenditures; and  
19

20 WHEREAS, a copy of the approved 2024 Annual Work Plan and a copy of this adopted  
21 resolution must be received by the department of natural resources prior to January 31, 2024.  
22

23 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of  
24 Supervisors hereby adopts the attached 2024 Annual Work Plan for the parks and forest  
25 department.  
26

27 ADOPTED  
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41 Committee on Parks and Forest

42 VOTE: \_\_\_\_\_ AYE \_\_\_\_\_ NAY  
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45 JP/yk  
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FACT SHEET

TO FILE NO. 23-24/071

This resolution would allow the County to apply for cost sharing grants to help fund recreational boating projects. The purpose of the grant would be to improve recreational boating opportunities and facilities at the South boat landing at Lake Eau Claire.

Cost sharing projects under the Recreational Boating Grant are eligible for a 50/50 cost share. Total project costs have been estimated at \$200,000 and the project has been approved in the 2024 capital budget. A successful grant application would bring back \$100,000 in matching funds for this project.

Respectfully Submitted,

Josh Pedersen  
Parks and Forest Director

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3  
4 AUTHORIZING THE PARKS AND FOREST DIRECTOR TO SUBMIT AN APPLICATION  
5 TO THE STATE OF WISCONSIN DEPT. OF NATURAL RESOURCES (DNR) TO APPLY  
6 FOR A COST-SHARING RECREATIONAL BOATING GRANT  
7

8 WHEREAS, Eau Claire County is interested in obtaining a cost-share grant from the  
9 Wisconsin Department of Natural Resources (DNR) for the purpose of improving recreational  
10 boating opportunities and facilities on the Eau Claire River and Lake Eau Claire; and  
11

12 WHEREAS, the Parks and Forest Director attests to the validity and veracity of the  
13 statements and representations contained in the application; and  
14

15 NOW, THEREFORE BE IT RESOLVED that Eau Claire County will meet the financial  
16 obligations necessary to fully and satisfactorily complete the project and hereby authorizes and  
17 empowers the Parks and Forest Director to sign and submit the following documents to the DNR  
18 for financial assistance that may be available:

- 19 • Application
- 20 • Agreement/Contract with the DNR (if any)
- 21 • Required Reports to satisfy Agreement/Contract (if any)
- 22 • Reimbursement requests to the DNR
- 23 • Other required documentation that may be required for specific project.

24  
25 BE IT FURTHER RESOLVED the Parks and Forest Department will comply with all  
26 local, state, and federal rules, regulations and ordinances relating to this project and the cost-share  
27 Agreement/Contract.  
28

29 BE IT FURTHER RESOLVED by the Eau Claire County Board of Supervisors that  
30 the Parks and Forest Director of the Eau Claire County Parks and Forest Department has the  
31 authority to act on behalf of Eau Claire County to submit an application to the State of Wisconsin  
32 Department of Natural Resources for any financial aid that may be available; sign documents; and  
33 take necessary action to undertake, direct and complete the approved project.  
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35 ADOPTED

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45 Committee on Parks and Forest

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47 VOTE: \_\_\_\_\_ AYE \_\_\_\_\_ NAY

48  
49 Dated this \_\_\_\_ day of January 2024



To the Honorable:

The County Board of Eau Claire County, Wisconsin

In accord with s. 2612(3) and 26.14(3), Wis. Stats., we recommend the following persons to act as authorized Emergency Fire Wardens for the prevention and suppression of forest fires in this county for the year **2024**, and ask your approval of this organization list.

**EAU CLAIRE COUNTY EMERGENCY FIRE WARDENS (EFWs)**

Seymour Town Hall                               FOR THE Town of Seymour & Washington

The Woodland                                      FOR THE Town of Bridge Creek & Ludington

Augusta, Wisconsin                              Department of Natural Resources

January 3<sup>rd</sup>, 2023                               By:   Bruce Henderson  
  Black River Falls Area Forestry Leader

By: \_\_\_\_\_  
County Board Chairperson (*or authorized committee thereof*)