

AGENDA

**County Of Eau Claire
Committee On Parks & Forest
Tuesday, December 8, 2015 – 5:00 p.m.
Agriculture & Resource Center
227 1st St West, Altoona WI**

Members note: Please call the committee chair or office if you will not be attending the meeting.

1. Confirmation of meeting notice
2. Approval of minutes from November 17, 2015 meeting – Discussion/action
3. Public Input
4. Proposed land sale – Lowes Creek Park to Eau Claire Ford- Appearance by Joel Jack of Eau Claire Ford - Discussion
5. Access agreement for Roger King- Discussion/Action
6. Proposal to install handicap ramp at Bedpost Park – Discussion
7. Proposed Nordic Combined Race at Tower Ridge, February 12, 2016 – Discussion/action
8. Approval of 2016 Work Plan – Discussion/action
9. Approval of Administration Grant resolution – Discussion/action
10. Resolution to support application to the DNR for municipal dam grant for the Lake Eau Claire Dam – Discussion/action
11. Timber Sale Extensions – Discussion/action
12. Lake Altoona Dam Repairs – Discussion/action
13. County Forest Camping Policy – Discussion/action
14. Pinter Pines/Coon Gut Property Future Plan – Discussion/action
15. Fitz/West Wisconsin Land Trust Property in the Town of Brunswick – Discussion/action
16. Correspondence
17. Staff and committee reports
18. Advisory Committee Input/Assignments
19. Exposition Center Advisory Committee Input/Assignments
20. Committee Education
21. Future and pending items: Next meeting date: January 12, 2016, 5 pm at Ag & Resource Center

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities 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) 839-1669 or 839-4735, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

**EAU CLAIRE COUNTY
COMMITTEE ON PARKS AND FOREST**

MEETING MINUTES

Tuesday, November 17, 2015, 5:00 p.m.
Agriculture & Resource Center (front meeting room)

MEMBERS PRESENT: Gary Gibson, Patrick LaVelle, Paul Lokken, Kevin Stelljes, and Bruce Willett

MEMBERS ABSENT:

OTHERS PRESENT: Bonnie & Steve Haug, Glory Adams, and Brooke Ludwig, WDNR Forester

STAFF PRESENT: Jody Gindt, Josh Pedersen and Bobbi Barone

The meeting was called to order by Chair Patrick LaVelle at 5:00 p.m.

1. Confirmation of meeting notice – Meeting notice was confirmed.
2. Approval of minutes from October 27, 2015 meeting – Paul made a motion to approve the minutes as distributed for the October 27, 2015 Committee Meeting; motion carried 5-0.
3. Public Input – No members of the public were present for this item.
4. Proposal to install handicap ramp at Bedpost Park – Steve Haug was present as requested by the committee at the last meeting. He and Josh discussed the options and feasibility of each option with the committee. Josh stated there may be matching grant funds available from the state and that the total cost estimated to be about \$20,000. Steve and Bonnie Haug would be willing to donate some funds but not all and asking if the county would support the project and providing some additional monies. Bruce made a motion to move forward on the project. Kevin made a motion to have staff provide the committee with applicable ordinances and what options might be available for the ramp and bring in to the next meeting; both motions were approved unanimously. Steve and Bonnie Haug will be informed of the next meeting.
5. 2015 Fall Timber Sale Bid Awards – Brooke explained that markets are down at this time but bids were generally good. Kevin moved to award the sales to the highest bidders; motion carried 5-0.
6. Lake Altoona Dam Repairs – Josh reported concrete was poured into the first three piers and weather may hold up work on additional piers. The lower water level has uncovered additional repairs being needed to the river side of the dam and Josh expects more change orders coming for additional repair work but the actual change order has not yet been determined. Pat suggested a motion that would allow Josh to move forward on any change orders, Paul so moved; Bruce made a motion to give a monthly report to the County Board on the dam; both motions were approved unanimously.

7. County Forest Camping Policy – After some discussion, Pat suggested the issue be brought back to the next meeting as more discussion is needed.
8. Pinter Pines/Coon Gut Property Future Plan – Kevin stated he was looking to a meeting in January to formalize the plan so it can be included in the 2016 Department Work Plan.
9. Fitz-West Wisconsin Land Trust Property in the Town of Brunswick – Josh announced an open house at the Fitz Property will be held with neighbors of the property within a one mile radius scheduled for November 30, 2015 from 5-7 p.m. seeking neighbors input and ideas for development of the site. Bobbi was instructed to send committee members a notice of the meeting.
10. Correspondence – Josh reported the Ski Striders would like to do a dedication of the recently completed maintenance building at Tower Ridge which committee members and staff would be invited. It was suggested the dedication be held on a Monday evening in January during the Kick-N-Kids event. Josh will inform the committee when the date is set.
11. Staff and committee reports – Nothing to report.
12. Advisory Committee input and assignments: It was noted that the committee will be tasked with researching the “Pay to Play” concept for Disc Golf at Tower Ridge.
13. Exposition Center Advisory Committee Input/Assignments – Josh reported he received a resignation from Darrell Arndt from the committee. Otherwise, there was nothing to report. Pat suggested the committee get a report on the Expo Center occasionally.
14. Committee Education – Time did not allow.
15. Future and pending items: Next meeting date December 8.

Pat entertained the motion to adjourn and the meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Bobbi Barone
Committee Clerk

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2016 EAU CLAIRE COUNTY PARKS AND FOREST DEPARTMENT WORK PLAN

I. ADMINISTRATIVE OBJECTIVES

(Accomplished primarily by director, supervisor, and administrative specialist)

A. ITEMS:

- Bid out dam repair work for Lake Eau Claire Dam
- Continue implementation of reforestation plan for the county forest
- Continue department Facebook page for interacting with the public
- Prepare county board resolution approving annual; amendments to 15 year plan, if necessary
- Establish date, advertise, and coordinate free ski day at Tower Ridge Recreation Area with Ski Striders
- Coordinate June 4 "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; Guettinger Woods & Wildlife Area with The Adventurers 4-H Club; and the Augusta ATV Club for ATV trails, including litter pick up and minor maintenance.
- Promote use of Guettinger Woods hiking/snowshoe trails through The Adventurers 4-H Club
- Attend WPRA and WCFA meetings as necessary
- By January 31 forward 2016 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 October 1 apply to DNR for County Conservation Aids
- Review county code for annual updating
- Monitor and report to committee on sixth year for free skiing at Tower Ridge on Monday nights in January and February 2016 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
- Continue cooperating with West Wisconsin Land Trust on determining feasibility of lease of Fitz Property

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

Administration of recreation area entrance fees including sales, receipting revenues, 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; encourage park attendants to get hepatitis B shots from Health Department; 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-4418/\$45,125), ATV trails maintenance (#ATV-3265-summer/\$14,227; #ATV-3307-winter/\$2,380; UTV-16008/\$1,970; ATV Channey Trail Rehab -\$52,951; and County Conservation Aids #CCW-8234/\$2,247); Tower Ridge Maintenance Recreation Trails (RTA-668-14/\$23,013); new snowmobile bridges (#S-4472/\$37,500, Augusta Corridor 20 Bridge - \$33,600 and #MS-1604/\$48,480); Snowmobile maintenance (#S4418/\$45,125); municipal dam grant for Lake

Altoona (#MD-00012-15 - \$417,095); conduct summer park user surveys at Coon Fork, Lake Altoona, and Lake Eau Claire parks; develop 2017 budget and work plan; recruit for Advisory Committee members (April); tally camping statistics and park user surveys (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 (November); 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:

- Firewood from processor for resale at campgrounds\
- Construction of new shed at Lake Eau Claire maintenance headquarters
- 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)
- Ice vending machine at Coon Fork
- 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
- Parks and Forest equipment and vehicles

II. FIELD STAFF WORK PLAN

(Skilled laborers, 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
- Install replacement shop door
- Maintain deposit boxes as needed
- Survey for Karner Blue Butterflies in planned park development
- 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 sign posts as needed
- Fertilize turf areas
- Seasonally install/remove swim buoys and boat docks
- Replace seals and gaskets on hand pumps as needed
- Cut and haul logs for sign material as needed
- Utilize Huber Program and Community Service Program as much as possible on maintenance projects
- Repaint park entrance and other signs as needed
- Maintenance at all boat landings, including sweeping sand and gravel from ramps, putting rubber bumper guards around docks, and filling in pot holes with gravel or blacktop and parking lot striping.

- C. Big Falls Park
- Pruning along north and south entrance trails as needed
- 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, check to see if outside State Natural Area
 - Plant trees in D Loop
 - Provide direct access to rental watercraft by opening up shoreline
 - Repaint Loop B Shower Building
- E. Harstad Park:
- Recruit for campground host
 - Replace traffic signs as needed
 - Repair main access road
 - Level and repair campsite pads with base course as necessary
- F. Lake Altoona Park/Dam:
- Replace 2 picnic grills
 - Repair beach parking lot potholes as needed
 - 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
- 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 sets improvements and replacement items as needed
 - Repaint interior/exterior of two toilets
 - Repaint clubhouse
 - Install new dock at North Boat Landing
 - 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
 - Install WiMAX connection at dam
- H. L.L. Phillips Park:
- Replace boards for repair of picnic shelter, bridges and evaluate overall stability and condition of shelter for replacement
- 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
 - Treat invasive species with a herbicide

J. County Forest Area:

- GIS recon updates, primarily done by SFG project forester
- 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
- 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
- Relocation of canoe landing further downstream on Eau Claire River at Eisberner Memorial; add chips for access downbank
- Install signs at Coon Fork and Southfork Barrens (if signage is approved by DNR)
- Maintain rock ford crossing on ATV and forest access trails
- 20 hours assistance from DNR dozer
- Oak scarification of sites where appropriate
- Assistance from DNR Wildlife management on various projects as time allows
- Annual updates to the 15-year plan to provide needed revisions to stay current with the management of the forest. If the county determines WisFIRS reports will be useful. DNR will provide them
- Review for sale approximately 1,255 acres of timber (annual allowable cut) in the following timber types:

2016 Schedule of Harvest Treatments		
Forest Cover Type Offered For Sale	Total Acreage on The County Forest	Establishment Acres
Aspen	9029	233
Red Maple	1,862	64
White Pine	4,286	548
Red Pine	3,948	82
Jack Pine	4,968	215
Oak	16,828	113
Non-Forested/Not scheduled for management	11,813	
Total Eau Claire County Forest Land	52,734	1,255

- Develop a kiosk at horseback trailhead on CTH "G"
- Brush and mow Pea Creek Flowage dike
- Finalize long range plan for Coon Gut/Pinter Pines buildings

K. Guettinger Woods and Wildlife Area:

- Coordinate with educational institutions for inventorying of various biological species and soil types
- Work with Adventurers 4-H Club on adoption of area

L. Shop Area:

- Refurbish county forest and park signs
- Construct educational signs on forest management practices

M. 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

N. 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
- Install deer fencing/exclosures

O. Tower Ridge Recreation Area:

- Install "glass prohibited" signs at Trailheads
- Install water line for horses in main parking lot
- Create new horse hitching area south of main parking lot
- Install erosion control measures on hills
- 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 rails with donated funds and volunteers
- Begin to remove the trail edge stumps east of the lighted trail

P. 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

4 -ADOPTING THE 2016 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
12 WHEREAS, the parks and forest director, in his position, qualifies for this funding; and

13
14 WHEREAS, per Wisconsin Statutes 28.11 (5) (b) and Chapter NR 47.75 of the
15 Wisconsin Administrative Rules for the county forest administration grant program, the county
16 board must approve an annual county forest work plan which must also be approved by the
17 department of natural resources to comply; and

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19 WHEREAS, the 2016 Annual Work Plan implements projects included in the adopted
20 2016 budget and other projects involving only staff time with no other budget expenditures; and

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22 WHEREAS, a copy of the approved 2016 Annual Work Plan and a copy of this adopted
23 resolution must be received by the department of natural resources prior to January 31, 2016.

24
25 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of
26 Supervisors hereby adopts the attached 2016 Annual Work Plan for the parks and forest
27 department.

28
29 ADOPTED:

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40 Committee on Parks and Forest

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42 Dated this ____ day of _____, 2015.

4 -- AUTHORIZING THE PARKS AND FOREST DEPARTMENT TO PARTICIPATE
5 IN THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES MUNICIPAL
6 DAM GRANT PROGRAM FOR THE LAKE EAU CLAIRE DAM --

7 WHEREAS, Eau Claire County owns the Lake Eau Claire Dam and requests financial
8 assistance under Wis. Stats. §§ 31.385 and 227.11, and Wis. Adm. Code § NR 335, for the
9 purpose of Lake Eau Claire Dam repair; and

10
11 WHEREAS, the state share for such a project may not exceed 50% of the first
12 \$400,000.00 of total eligible project costs, nor 25% of the next \$800,000.00 of total eligible
13 project costs; and

14
15 WHEREAS, the cost estimate for the Lake Eau Claire Dam project is \$110,000 with 50%
16 of the amount coming from the Municipal Dam Grant (\$55,000); and

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18 WHEREAS, the funding for this project is in the 2016 budget for the parks and forest
19 department capital projects account.

20
21 NOW, THEREFORE, BE IT RESOLVED, that Eau Claire County hereby authorizes the
22 parks & forest director to

- 23 • submit an application to the DNR for financial aid under Wis. Adm. Code § NR 335;
- 24 • sign grant agreement documents;
- 25 • take all necessary action to complete the project associated with any grant agreement;
- 26 and
- 27 • submit reimbursement claims along with necessary supporting documentation.

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29 BE IT FURTHER RESOLVED that Eau Claire County agrees to pay a share of the
30 eligible costs which is equal to the total project cost minus the state share.

31 ADOPTED:

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42 Committee on Parks & Forest

43 Dated this _____ day of _____, 2015.