

Calumet County Parks Commission

Agenda

DATE: Thursday, March 2nd, 2023
TIME: 8:30 a.m.
PLACE: Calumet County Park Office
Lower Level (Room B)
N6150 CTH EE
Hilbert, WI 54129

Any member of the public wishing to attend this meeting must attend remotely, and can do so by calling 1-408-418-9388. Once you dial the number, you will be asked to enter an access code followed by #. That number is 2493 661 0512. Once you have entered the access code correctly, you will be prompted to enter your attendee ID. Call in users simply press the # key.

Agenda:

1. Was the Meeting Properly Announced?
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes from January 5th, 2023
6. Report of Commission Members
7. Communications
8. Items for Discussion or Action
 - a. Resolution Authorizing a Grant Application for the 2023-2024 Snowmobile Season
 - b. Resolution Authorizing a Grant Application for Information Kiosks at Brothertown, Stockbridge, and Calumet County Park Boat Harbors
 - c. Commercial Event Permits and Policy
 - d. Electric Vehicle Charging Station
9. Director's Report
 - a. Ledge View's Monthly Report
 - b. Update on Parks Projects
 - i. Camping Cabins
 - ii. Ledge View Nature Center Building Remodel
 - iii. Cold Storage Building at Calumet County Park
 - iv. Cold Storage Building at Ledge View Nature Center
 - v. South end Bathhouse
 - vi. Pay Station at Boat Harbors
10. Set Next Meeting
11. Adjournment



SO AS NOT TO DISTURB THE MEETING, ALL CELL PHONES MUST BE PLACE ON VIBRATE AND ALL CALLS TAKEN OUTSIDE THE MEETING ROOM.

ANY PERSON WISHING TO ATTEND, WHO, BECAUSE OF A DISABILITY REQUIRES SPECIAL ACCOMMODATIONS, SHOULD CONTACT THE CALUMET COUNTY PARK OFFICE. AT 920-439-1008 24 HOURS BEFORE THE SCHEDULED TIME SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.

THIS IS A PUBLIC MEETING. AS SUCH, ALL MEMBERS OF THE COUNTY BOARD MAY BE IN ATTENDANCE. WHILE A MAJORITY OF THE COUNTY BOARD MEMBERS, OR A MAJORITY OF ANY GIVEN COUNTY BOARD COMMITTEE MAY BE PRESENT, NO OFFICIAL COUNTY BOARD ACTION WILL BE TAKEN EXCEPT AS SET FORTH ON THE AGENDA ABOVE.

CALUMET COUNTY PARKS COMMISSION MINUTES

January 5th, 2023

Members Present: Chair Mary Schwalenberg; Supervisors Pete Stier, Ed Kleckner, Andy Cleveland; Citizen Members Lyle Ott, Judy Hartl, Ken Draheim.

Others Present: Parks Director, Adam Backus; Naturalist Supervisor, Louise Marum; Office and Program Manager, Lindsay Meyer; Program Assistant, Sabrena Werner; and County Board Chairpersons, Alice Connors.

Chair Schwalenberg called the meeting to order at 8:30 a.m.

The meeting was properly announced and the Pledge of Allegiance was recited.

Approval of the Agenda:

Supervisor Stier moved, seconded by Citizen Member Hartl to approve the agenda as presented.

Motion carried unanimously.

Approval of the Minutes:

Supervisor Stier moved, seconded by Citizen Member Draheim to approve the minutes for December 1st, 2022.

Motion carried unanimously.

PUBLIC PARTICIPATION: None.

REPORT OF COMMISSION MEMBERS:

Chair Schwalenberg reported on the poor winter weather that has delayed the grand opening of the Nordic Center. Citizen Member Ott reported on the progress of the removal of soft wood trees between Center Road and Ott Road.

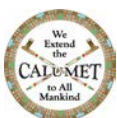
COMMUNICATIONS:

None.

ITEMS FOR DISCUSSION OR ACTION:

a. Fox River State Trail Drainage Complaint

Director Backus presented a complaint received regarding a section for the Fox River Trail with poor drainage. Director Backus proposed possible options to increase the drainage. Citizen Member Drahiem moved for Director Backus to get an estimate of costs, apply for funding from DNR to cover a portion of the costs, and send communication to those encroaching on this section of trail. Seconded by Supervisor Stier, approved by Chair Schwalenberg, Supervisor Cleveland, County Board Chairpersons Connors, Citizen Member Ott and Citizen Member Hartl. Opposed by Supervisor Kleckner. Supervisor Stier motioned for Director Backus to send communications to all encroachments along the portions of Fox River State Trail and Friendship Trail managed by Calumet County. Seconded by Supervisor Cleveland. Motion carried unanimously.



b. 2022 Budget Carry Over Requests

Director Backus presented the details of the 2022 budget carry over requests.

County Board Chairpersons Connors exited meeting at 9:35.

c. South end Campground Preliminary Bathroom Design

Director Backus presented the preliminary design for the bathroom to be located in the south end. Plans for final drawing next month and potential construction to begin in July.

d. South end Campground Playground Designs

Director Backus presented potential options for styles of playgrounds that will be built where the current south end bathroom is located or an open area south of the campsites.

Director's Report

a. Ledge View's Monthly Reports

Naturalist Supervisor Marum reviewed Ledge View reports with the commission.

b. Park Ordinances and Policy Update

Director Backus has been in communication with other local parks organizations such as Brown, Winnebago, and Outagamie whom are all in the process of updating their ordinances and policies this year.

c. Update on Parks Projects: Director Backus discussed the following parks projects with the commission and provided the following updates on each project.

- i. **Camping Cabins:** The cabins are 50% complete. The electrical panel is installed and WPS is scheduled to get the panel online.
- ii. **Ledge View Building Remodel:** Director Backus is investigating any additional funds available. Projects to be drawn up by the engineer and presented at a later date.

UPCOMING MEETING:

The next Parks Commission meeting has yet to be determined as the regular scheduled meeting falls when the park staff will be at the Wisconsin Parks and Recreation Conference.

ADJOURNMENT:

At 10:03 a.m. Chair Schwalenberg adjourned the meeting.

Respectfully submitted,
Sabrena Werner, Program Assistant
Calumet County Parks Department
Unapproved Minutes

RESOLUTION 2022-

**RESOLUTION AUTHORIZING PARTICIPATION BY CALUMET COUNTY IN THE
STATE-FUNDED SNOWMOBILE TRAIL PROGRAM**

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

WHEREAS, The Wisconsin Snowmobile Aids Program provides funds for the acquisition, development, and maintenance of public snowmobile trails in eligible counties; and

WHEREAS, Calumet County is eligible to continue its participation in the Snowmobile Aids Program and has budgeted \$43,890 for a Snowmobile Trail Program to cover the costs for 146.3 miles of trail.

NOW, THEREFORE, BE IT RESOLVED That the Calumet County Board of Supervisors hereby authorizes the County Administrator, in coordination with the Parks Department, to act on behalf of the County in submitting applications for state snowmobile aids for acquisition, bridge rehabilitation, development, insurance, and maintenance costs of the county's public snowmobile trail system.

Upon completion of acquisition, development, and redevelopment of the snowmobile trails through the Snowmobile Trail Program, the trails will be designated as public snowmobile trails.

BE IT FURTHER RESOLVED That Calumet County will, subject to the limits of funds appropriated for such purposes, provide for adequate maintenance of the trails and facilities that have been funded for acquisition and maintenance through the Wisconsin Snowmobile Trail Program in accordance with DNR requirements and funding criteria; comply with State and Federal rules for the program; maintain the completed project in an attractive, inviting, and safe manner; keep facilities open to the general public during reasonable hours consistent with the type of facility; and obtain approval in writing from the DNR before any changes are made in the use of the project site.

INTRODUCED BY THE PARKS COMMISSION

RESOLUTION 2022-

RESOLUTION AUTHORIZING GRANT APPLICATION FOR NEW INFORMATION KIOSKS FOR THE STOCKBRIDGE, BROTHERTOWN AND CALUMET COUNTY BOAT HARBORS

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

WHEREAS, The Wisconsin Legislature has provided matching grants to assist governmental units in developing park and recreation facilities; and

WHEREAS, The boat harbors need a central location to display information instead of spread randomly throughout, making the harbor cluttered. The new kiosks will provide the County, State, and other Non-profits, a central location to display important information.

WHEREAS, The project cost is estimated at \$13,000, which will be funded with \$7,500 in State grant funds; \$5,000 in in-kind labor and \$2,500 in matching funds from the Park's Operational Maintenance fund.

NOW, THEREFORE, BE IT RESOLVED That the Calumet County Board of Supervisors herein assembled authorize and direct the County Administrator, in coordination with the Parks Department, to act on behalf of the County to submit an application to the State of Wisconsin for financial aid for the purchase and installation of materials to add information kiosks at the Stockbridge, Brothertown and Calumet County Park Boat Harbor; prepare appropriate documents; and take necessary action to undertake, direct, and complete the grant application process.

BE IT FURTHER RESOLVED That Calumet County will comply with State and Federal rules for the program; will be responsible for updating plans and monitoring ongoing operations; will obtain written approval from the Wisconsin Department of Natural Resources before making changes in the project; and will maintain a record of expenditures, as required.

BE IT FURTHER RESOLVED That revenues in the Park budget are amended by the amount of the grants received; that expenditures in the Park budget are amended by an amount equal to the grants; and that the Finance Director is directed to record such information in the official books of the County as may be required.

Naturalist Report

December 2022

December is usually a quieter month for attendance at the nature center, especially if we don't have snow. Staff took some time to work on planning and preparing for programming and events that will take place in the first half of 2023. The weather allowed staff to get out for a couple of hours on many days to continue clearing buckthorn. The storage areas of the nature center were thoroughly cleaned and resorted.

Maintenance work also continued in the cave. Rock was jack hammered from the floor in Wayne's World to even it out and improve drainage. This will allow a wheel burrow carrying material to easily move along the length of the cave. This is important because future maintenance will see a large chunk of rock above Children's Crawl removed. Rock will need to be transported along Wayne's World to be taken out.

Every weekend staff ran different workshops that were geared towards the holiday season. The holiday gnome, wreath making and nature's ornament workshops is always popular. Families also made Holiday Table Tree Centerpieces and Snowmen décor from slices of wood. We continually hear how much people appreciate the workshops during the winter, and whilst they can be a lot of work to prepare for, staff really enjoy developing and facilitating them.

The Food for Thought program is also growing in popularity. Many of the same people who attended the Lunch and Learn program prior to COVID have returned, as well as some new faces. There seems to be more of a social aspect to the program during winter as people appreciate getting together. Staff have also incorporated opportunity for more questions and discussion with the new program format, which participants seem to enjoy.

A snow storm in the 2 days leading up to Christmas laid down around 8-10" of perfect snow for outdoor winter activities. There was a flurry of snowshoe and ski rentals as people came out to enjoy the trails in the park. Unfortunately it didn't last long and by New Year's everything was grey and brown again.

Staff and the nature center community were greatly saddened to hear about the death of Tom Myers early in the month. Tom was the treasurer of the FLVNC for 3 years. Tom was known amongst staff and board members for always being able to offer an open minded and well thought through perspective. He had a genuine interest in how everyone around him was going, and always sparked interesting conversation. He will be missed.

Attendance December 2022

Date	#	Group	Program
12/1/2022	32	Public	Homeschool Winter Program
12/3/2022	20	Public	Winter Gnomes
12/3/2022	4	Public	Wreaths
12/3/2022	10	Public	Nature's Ornaments
12/7/2022	19	Public	Food For Thought
12/10/2022	7	Public	Holiday Tree Workshop
12/13/2022	6	Public	Memory Café
12/15/2022	30	Public	Homeschool Winter Program
12/17/2022	14	Public	Peanut Butter Suet Bird Feeder W/S
12/17/2022	20	Public	Wood Slice Snowman Workshop
12/21/2022	19	Public	Food for Thought
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12/17/2022	20	WSS	Christmas Party/Meeting

Naturalist Report- January 2023

With limited snow to start the year the nature center remained fairly quiet without ski and snowshoe rentals. A moonlight snowshoe hike and a lantern lit snowshoe hike were cancelled due to lack of snow. Staff continued clearing buckthorn on a number of days as temperatures remained reasonable, and also spent time preparing for weekend workshops and programs. Youth Apprentice Jordyn Meyers did her first solo public program, 'Feeding Critters' on the 15th. She taught families about the biology and care of some of the animals she has been taking care of over the past 5 months.

The bi-weekly Food for Thought program continued to be very popular, especially on the 4th. Retired County Naturalist Ron Zahringer presented an entertaining account of his 'Adventures in Iceland'. Many of the regular program attendees appreciated having him back for a guest appearance. The homeschool program also continued bi-weekly with good attendance.

We had some help on the 14th when Living World Lutheran High School came all the way from Jackson to help us with a service project in the park. Luckily the weather was mild that day as 14 woefully underdressed (typical of teens) students helped to stack wood and haul buckthorn, as naturalists cut. Students also learned about the importance of healthy plant communities and why it is critical to control invasive species.

A Winter Survival workshop was held on the 14th. Tiffany Schultz, a teacher from New London who specializes in outdoor survival skills, facilitated. Participants learned how to plan for spending time outdoors in winter as well as how to construct a shelter and light a fire in difficult situations with limited resources. Staff attended to learn techniques and key teaching points with the view to developing a program for kids. Learning survival skills is something that is important and seems to be gaining in popularity recently.

The FLVNC board met on the 18th. Bill Davis has taken over the position of treasurer, replacing Donna Schwantes from the beginning of January. Ticket prices for the upcoming Maple Syrup Sunday event was discussed along with a pay increase for the volunteer coordinator position. The decision to combine the annual general meeting with the members social was put off until March due to lack of votes. A call for voting on this proposed bylaw amendment will go out again in the spring newsletter at the beginning of March. The board decided to spend \$800 on a band for the Caveman Run and Picnic this year, instead of hiring a timer. The band will play after the run to encourage participants to stay for food and refreshments.

Toward the end of the month we discovered a peculiarity with some of the owl mounts inside a glass display case at the nature center. There appeared to suddenly be dirt under the owls. With a little investigation and research we discovered that we had an infestation of common clothes moths (*Tineola bisselliella*). These rice grain sized moths produce tiny caterpillars that eat the hair follicles and feathers of mounts. The 'dirt' we found under the owls was actually caterpillar frass!

Many of the mounts were not visibly damaged but a few, including a couple of owls, were deemed beyond repair. A storage container was rented and placed on the edge of the parking lot. The mounts were moved into the container and a bug bomb was set off. They will spend 4 weeks in the freezing conditions to ensure fatality of all caterpillars. The animals were moved or covered and bug bombs were also set off in the front exhibit hall, back classrooms and attic to take care of any moths. We are hopeful that this recommended treatment has been successful, and that the infestation is behind us.

Attendance- January 2023

Date	#	Group	Program
1/4/2023	28	Public	Food for Thought
1/5/2023	24	Public	Homeschool - Is Anyone out There?
1/7/2023	16	Public	Bath Salts Workshop
1/7/2023	0	public	Full Moon Snowshoe -cancelled
1/10/2023	6	Public	Memory Café
1/14/2023	21	Public	Soap Making Workshop
1/14/2023	20	Public	Winter Survival Workshop
1/15/2023	18	Public	Feeding Critters
1/18/2023	27	public	Food for Thought
1/19/2023	16	Public	Homeschool - Physical Adaptations
1/21/2023	1	Public	Nature's Mossy Frame Workshop
			All About Sturgeon - Guest Speaker Series
1/21/2023	2	Public	
1/21/2023	0	Public	Lantern Lit Snowshoe - cancelled
1/28/2023	3	Public	snowshoe hike
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1/21/2023	8	WSS	meeting

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