

**Walworth County Board of Supervisors
Park Committee Meeting Minutes
Monday, March 20, 2023
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Sheila T. Reiff called the meeting to order at 2:27 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Sheila T. Reiff; Vice-Chair Brian Holt; Supervisor Rick Stacey; Citizen Members Merilee Holst and Mariette Nowak. A quorum was declared.

Others in Attendance

County Staff: Walworth County Administrator Mark W. Luberda; Director-Public Works Richard Hough; and Deputy Director-Asset Management (PW)/Park General Manager Matt Mortwedt.

On motion by Vice-Chair Holt, second by Supervisor Stacey, the agenda was approved with no withdrawals.

On motion by Supervisor Stacey, second by Vice-Chair Holt, the January 16, 2023 Park Committee meeting minutes were approved.

Public Comment – There was none.

Consent Items

7a. Reports

1) Park Summary Report - March 2023

Deputy Director-Asset Management (PW)/Park General Manager Matt Mortwedt summarized his Memorandum on Pages 2-3 of the packet; highlighting the Top Five Projects, and Upcoming Events or Work.

New Business

8a. SWOT Analysis Review as Part of the 2023 Walworth County Strategic Planning Process

Walworth County Administrator Mark W. Luberda provided an overview of his Memorandum (Pages 4-5). He explained, each committee has been asked to review the current SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis (Pages 6-15), and bring forth any additions, subtractions, expansions, etc. to the current document. He requested any specific suggestions be made in the form of a motion and suggestions need not be exclusive to topics handled by the committee(s), but rather should encompass a broader county wide analysis. Luberda provided a summary of the current topics outlined in the SWOT analysis; identifying the following potential changes he has considered:

- Combine Other Post-Employment Benefits (OPEB) into Financial Policies, under strengths, as it is no longer the driving issue it once was.
- Leave Debt as a separate topic under strengths as it is a unique strength of Walworth County.
- Keep the radio project as a department specific opportunity for the Sheriff's office.
- Remove Covid-19 Pandemic as a threat.
- Seek input from judges to reevaluate the threat of criminal justice costs and a weakness in criminal justice collaboration.
- Reconcile Employee Health Costs listed as both a strength and a threat.

The Park Committee discussed the following:

- Concern regarding the mention of parks within the document and how it relates to the upward trajectory of advocacy for parks in Walworth County. Luberda noted Focus Area 5: Community Assets in Appendix B (Pages 16-18) and how it addresses that concern. **Citizen Member Nowak made a motion that parks are a strength and the lack of a park in one sector of the county is a weakness. Motion failed due to lack of a second.**
- Examples of how this document is, and will continue to be utilized by department heads.

- Citizen pushback relative to costs associated with implementation of this strategic plan. Luberda discussed how proper budget planning ensures avoiding the inability to manage costs associated with achieving objectives.
- The responsibility of the Committee to ensure continued upward progress in relation to parks.

8b. Mike Casper, Environmental Resources and Park Foreman, Introduction

Mortwedt informed the committee that the Parks Department performed an assessment last year which revealed a need for an Environmental Resources and Park Foreman to focus on parks, grounds, equipment, and assist with the implementation of ongoing plans for parks. Mike Casper has been hired for that position and introduced himself, noting his background in civil engineering, land surveying, permaculture, parks, construction, and landscaping. Director-Public Works Richard Hough noted, not only will this ensure parks will be managed properly, this will also assist Mortwedt in focusing his attention on other responsibilities.

8c. Nancy Russell Trail Network Timeline 2023

Mortwedt reminded the committee of discussion at the previous Park Committee meeting relative to naming the trail system at White River Park after Nancy Russell for her contribution to the park. Initially, a 2'x 2' sign will be placed at the trailhead dedicating it to Russell. As more plans develop, there will be opportunities to further incorporate the naming of the trail system, including additional signage. Mortwedt explained, they are looking to do a dedication on June 24th which is Founder's Day at White River Park. Additionally, he spoke with the Friends of White River Park and they are also interested in doing something for Russell on Founder's Day. Mortwedt inquired if anyone would be interested in either participating or attending. Citizen Member Holst offered to speak at the event relative to Russell's work with the park and the dedication of the trail in her name. Discussion ensued regarding others who may desire to be involved with this event. Vice-Chair Holt noted, an agenda should be created and posted for this event, due to the potential quorum if other board members would like to attend.

8d. 2023 Park Workday and Education Day Schedule

Mortwedt reported, as the schedule is right now, Geneva Lakes Conservancy (GLC) and Kettle Moraine Land Trust (KMLT) are both exceeding the parameters of their Memorandum of Understanding (MOU) by providing more events than required, at all three parks. Citizen Member Holst noted, the Education Day- Raptor presentation on Friday, August, 4th at White River Park, has been presented numerous times in the past. Holst suggested different aspects be added to the education day, or perhaps offer a different event instead to provide variety.

Reports/Announcements by Chairperson – There were none.

Confirmation of next meeting date and time: The next meeting was confirmed for Monday, May 15, 2023 at 2:00 p.m.

Adjournment

On motion and second by Vice-Chair Holt and Supervisor Stacey, Chair Reiff adjourned the meeting at 3:20 p.m.