

**Walworth County Board of Supervisors  
Park Committee Meeting Minutes  
Monday, October 18, 2021  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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Chair Nancy Russell called the meeting to order at 2:00 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Nancy Russell; Vice Chair Dan Kilkenny; Supervisor Brian Holt; and Citizen Members Merilee Holst and Mariette Nowak. A quorum was declared.

**Others in Attendance:**

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

Members of the Public: Robbie Robinson and Joel Dietl, SEWRPC.

**On motion by Supervisor Holt, second by Citizen Member Nowak, the agenda was approved with no withdrawals.**

**On motion by Supervisor Holt, second by Citizen Member Holst, the July 19, 2021 Park Committee meeting minutes were approved.**

**Public comment** – There was none.

**Consent Items**

7a) Reports

1) Park Summary Report – October 2021

Deputy Director-Asset Management (PW)/Park General Manager Matt Mortwedt summarized his Memorandum (Pages 3-4); highlighting the final phase of prairie planting at White River Park received an advantageous bid of \$29,000, resulting in a cost savings of almost \$11,000. Discussion then focused on prairie planting and maintenance, highway collaboration, and the 5 Year Park Plan.

Citizen Member Holst referenced park education; which was discussed at the previous meeting. Mortwedt shared Walworth County has a three-year agreement in place with Kettle Moraine Land Trust (KMLT) and Geneva Lakes Conservancy; outlining a certain number of work days and educational days that will take place at each park. Holst requested that in addition to work day projects and other education days, each park host a children's or hybrid education program. Mortwedt affirmed that he has had initial conversations with the director of KMLT to discuss ways to include a broader age range of citizens into park events.

Citizen Member Nowak voiced concerns in reference to mowing all prairies that were not burned, and the affects this would have on insects having a safe space in order to spread again into other prairies. She requested at least one prairie be left unburned and/or un-mowed each year. Mortwedt affirmed that it would make sense to hold off on mowing phase one at White River Park since it was burned last year. Director-Public Works Richard Hough shared that a draft strategy for mowing was developed last year and will be reviewed in January.

2) Update on the Park Donation Policy in Administrative Procedure 2-112 Parks, Grounds & Green Space Management

Hough stated that this item stems from the last meeting when it was requested he look at park donation policies. Hough shared that a new Administrative Procedure has been under development in order to move some policies out of Public Works and keep them documented at a higher level. Hough noted the table included in the packet, on Page 5, would be followed for placement of plaques based on donation values. Discussion then focused on donations over \$25,000 requiring a resolution. **Supervisor Holt offered a motion, second by Citizen Member**

**Holst, to accept the Update on the Park Donation Policy in Administrative Procedure 2-112 Parks, Grounds & Green Space Management. Motion carried. 5-0.**

**New Business**

8a) SEWRPC submission of the Preliminary Draft of Chapter 5 Park and Open Space Plan 2050  
Mortwedt introduced Robbie Robinson from Southeastern Wisconsin Regional Planning Commission (SEWRPC.) Robinson shared that all revisions to Chapter four of the Park and Open Space Plan 2050, suggested by the Park Committee last year, have been completed. Robinson proceeded to detail Chapter 5 of the SEWRPC Community Assistance Planning Report No. 235 (4<sup>th</sup> Edition) A PARK AND OPEN SPACE PLAN FOR WALWORTH COUNTY; focusing on recommended actions. There was some discussion and suggestion for revisions. Robinson noted he will make revisions to the trail map and outdoor recreation map, along with other requested minor edits, and return for December Parks Committee meeting.

8b) Resolution No. \*\*-11/21 Approving Memorandum of Agreement (MOU) with Rock County on Maintenance and Development of the Pelishek-Tiffany Trail  
Hough stated that Walworth County owns 20% of the Pelishek-Tiffany Trail, therefore maintenance is deferred to Rock County. Hough noted the funds Rock County will receive to complete this maintenance is a favorable deal for Walworth County. **Vice Chair Kilkenny offered a motion, second by Citizen Member Nowak, to approve the resolution Approving Memorandum of Agreement (MOU) with Rock County on Maintenance and Development of the Pelishek-Tiffany Trail. Motion carried 5-0.**

8c) Resolution No. \*\*-11/21 Approving Submission of Grant Application for Outdoor Recreation Snowmobile Trail Aids  
**Vice Chair Kilkenny offered a motion, second by Citizen Member Nowak, to approve the resolution Approving Submission of Grant Application for Outdoor Recreation Snowmobile Trail Aids. Motion carried 5-0.**

8d) Proposed donation of land for the White River State trail in the Towns of Burlington and Lyons

8e) Feasibility of acquisition of additional park lands

**Vice Chair Kilkenny offered a motion, second by Supervisor Holt, to table Items 8d and 8e until the December meeting. Motion carried 5-0.**

Discussion ensued relative to property covered by a conservation easement.

**Reports/announcements by Chairperson-** There were none.

**Confirmation of next meeting:** The next meeting was confirmed for Monday, December 13, 2021 at 2:00 p.m.

**Adjournment**

**On motion by Vice Chair Kilkenny, second by Citizen Member Holst, Chair Russell adjourned the meeting at 3:37 p.m.**