



# MARATHON COUNTY PARK COMMISSION AGENDA

**Date and Time of Meeting:** Tuesday, September 29, 2020 at 10:30am

**Meeting Location:** Conference Room #5, 212 River Drive, Wausau WI 54403

The meeting site identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Commission members and the public to attend this meeting remotely. To this end, instead of attendance in person, Commission members and the public may attend this meeting by telephone conference. If Commission members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees.

Persons wishing to attend the meeting by phone may call into the telephone conference beginning five (5) minutes prior to the start time indicated above using the following number: 1-408-418-9388.

**Access Code: 146 449 3411 Password: Parks09292020 (7275709292020 from phones and video systems)**

If you are prompted to provide an "Attendee Identification Number," enter the "#" sign. No other number is required to participate in the telephone conference

**When you enter the telephone conference, PLEASE PUT YOUR PHONE ON MUTE!**

## **Park Commission Members -**

Commissioners: Connie Conrad, Dawn Herbst, Jean Maszk, Allen Opall, Pat Peckham, Rick Seefeldt, James Wadinski

***Marathon County Mission Statement:** Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)*

***Parks, Recreation and Forestry Department Mission Statement:** Adaptively manage our park and forest lands for natural resource sustainability while providing healthy recreational opportunities and unique experiences making Marathon County the preferred place to live, work, and play.*

## **Agenda Items**

- 1. Call to Order**
- 2. Public Comment Period – Not to Exceed 15 Minutes – Any Person Who Wishes to Address the Commission Must Provide, Name, Address and the Topic to the President of the Commission No Later than Five Minutes Before the Start of the Meeting.**
- 3. Approval of the Minutes of the September 1, 2020 Park Commission Meeting**
- 4. Policy Issues for Discussion and Committee Determination**
  - A. Discussion and Possible Action by Committee
    1. Discussion and Possible Action Regarding Deer in Bluegill Bay Park
    2. Discussion and Possible Action on the Proposed Parks, Recreation, and Forestry Department 2021 Budget
- 5. Operational Functions Required by Statute, Ordinance or Resolution:**
  - A. Discussion and Possible Action by Committee
    1. None
  - B. Discussion and Possible Action by Committee to Forward to the Environmental Resource Committee for its Consideration
    1. None
- 6. Policy Issues for Discussion and Committee Determination for Consideration by Environmental Resources Committee**
  - A. None

**7. Educational Presentations/Outcome Monitoring Reports**

- A. Project Update – Park Maintenance and operations- Marathon Park Ice Arena Compressor, Ice and Sound System, Sunnyvale Softball Complex, Water Systems, BEP Playground, Routine Operations
- B. Program Update – Fair Food Vendors, Concert & Movie in the Park (Verbal)

**8. Announcements**

- A. Next Meeting Date & Time, Location – Tuesday, November 3, 2020 at 10:30am at 212 River Dr., Wausau WI 54403, Room 5
- B. Future Agenda Items -

**9. Adjourn**

Signed /s/ Jamie Polley  
Presiding Officer or Her Designee

*Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail [infomarathon@mail.co.marathon.wi.us](mailto:infomarathon@mail.co.marathon.wi.us) one business day before the meeting.*

FAXED TO DAILY HERALD

(Email/Fax City Pages, Marshfield News, Midwest Radio Group)

Date 9/25/2020 Time 11:30 a.m.

By Jodi Luebbe

THIS NOTICE POSTED AT THE COURTHOUSE

Date \_\_\_\_\_ Time \_\_\_\_\_

By \_\_\_\_\_

**DRAFT**  
**MARATHON COUNTY PARK COMMISSION**

Date and Time of Meeting: September 1, 2020 at 10:30 am

Meeting Location: Conference Room 5, 212 River Drive, Wausau WI 54403

Park Commissioners present: Connie Conrad, Allen Opall, Pat Peckham, Rick Seefeldt, James Wadinski (via webex), Dawn Herbst

Excused: Jean Maszk

Staff present: Jamie Polley-Director, Marcus Aumann-Asst. Director of Community Services

**1. Call to Order** – President Conrad called the Park Commission meeting to order at 10:30am. Official notice and the agenda for the meeting was posted publicly in accordance with the State statutes.

**2. Public Comment** – None brought forward

**3. Approval of the Minutes of the August 4, 2020 Park Commission Meeting - Motion** by Peckham, second by Opall to approve the minutes of the August 4, 2020 Park Commission meeting. Motion **carried** by voice vote, vote reflected as 6-0.

**4. Policy Issues for Discussion and Committee Determination**

A. Discussion and Possible Action by Committee - Discussion and Possible Action on the Proposed Parks, Recreation, and Forestry Department 2021–2022 Facility and Program Fees – The proposed 2021–2022 fees were previously distributed to Commission for review. Polley explained that approval of the fees is recommended at this time to set the shelter rates for the following year. This allows the department to allow users to reserve shelters 12 months in advance. Staff is recommending adjustments to the fees that include a 2% increase in the shelter fees for 2022 to keep up with CPI increases, increase to the Nine Mile Daily Bike Pass (12 and older) from \$4 to \$5 so it matches the Mountain-Bay State Park Trail Daily Pass Fee, \$1/night increase to all individual campsite rates, \$5/night increase to all group campsite rates, added a non-commercial rate for the Marathon Park infield, added non-commercial, livestock event commercial and non-livestock event commercial rates for the Poultry Barn in Marathon Park, added a sports field weekly rate for organized youth use, and increase the winter storage rate from \$1.90/foot/month to \$2.00/foot/month. Questions were answered. **Motion** by Peckham, second by Seefeldt to approve the proposed facility and program fees. Motion **carried** by voice vote, vote reflected as 6-0.

**5. Operational Functions Required by Statute, Ordinance or Resolution:**

A. Discussion and Possible Action by Committee - None

B. Discussion and Possible Action by Committee to Forward to the Environmental Resource Committee for its Consideration - Expanded Position Request to Expand the .6 FTE Motorized Recreation Coordinator to .75 FTE – Polley explained that last year when our Park Ranger retired after 37 years of service to Marathon County a .6 FTE Motorized Recreational Coordinator position was created. Prior to our Park Ranger absorbing the Motorized Recreational Coordinator’s responsibilities in 2005, the position was a full-time position. The Motorized Recreational Coordinator works an average of 24 hours per week however more than 24 hours per week is required September through April leaving less than 24 hours per week available May through August. Marathon County has 29 snowmobile clubs that maintain the county’s snowmobile trails. These clubs get reimbursed \$300/mile for their work. ATV clubs get \$100/mile for their work on ATV trails. This reimbursement is completed through a state grant program and the state requires the County to provide a position that manages these grants. Over the past year the work load for this position has been evaluated and it is apparent that more hours per week are needed May through August. Additional demands on this position include updating agreements with each club, maintaining current trail maps and website information and grant administration of bridge replacements. Staff is recommending an expansion of the .6 FTE to .75 FTE allowing for an additional 300 hours allocated to this position. One-half of this position will be funded through the recreational trail grants. Additional funds for this position are currently within the department’s budget. The increase to the department’s budget as a result of the allocation increase will be found within the existing budget and no further tax levy will be requested.

Aumann had these responsibilities at his former position with Clark County and felt with the sheer number of miles Marathon County has and the number of volunteer clubs that it is a lot to manage. Areas he felt that require more attention include contract language between the County and the Clubs and between the Clubs and the landowners. He also said that there are a lot more steps and paperwork requirements for bridges now than there ever has been in the past. This system has a lot of miles so there are a lot of bridge projects needed to keep it running. Polley said County Administration is in support of expanding the position as long as the Department absorbs it in its budget. Questions were answered. **Motion** by Opall, second by Herbst to forward the recommendation to expand the .6 FTE Motorized Recreation Coordinator to .75 FTE position to the Environmental Resource Committee. Motion **carried** by voice vote, vote reflected as 6-0.

## **6. Policy Issues for Discussion and Committee Determination for Consideration by Environmental Resources Committee**

A. None

## **7. Educational Presentation/Outcome Monitoring Reports for Discussion**

A. Project Update - Marathon Park Ice Arena Compressor Room: Refrigeration controller installation is still in progress. Controller panel should arrive by August 31 with multiple days of wiring to follow. MPB's Sound System: A vendor has been chosen for the sound system via the RFP process. Polley discussed some of the Covid-19 plans for the upcoming indoor ice season. Staff will work with the contractor to install the system for the upcoming indoor ice season. Sunnysvale Softball Complex: Park improvement projects have started. New scoreboards are ordered, infield renovations are underway, new water supply lines will be trenched in and concession building work will begin. Routine Operations/Programs: Mowing Operations; Urban forestry program-tree trimming, removals, stump grinding, EAB treatments in progress; Building and structure maintenance; Shelter reservations and Special Events; Equipment maintenance and repair; Shooting Range; Marathon Junction; Campgrounds-Additional Firewood processing is expected to be completed prior to Labor Day weekend; Restroom Maintenance-increased maintenance (daily) and staffing due to Covid-19 recommendations.

B. Program Update - Aumann said the animal market sale was a spinoff of the Fair and went fairly smooth. The Monster Truck Rally required a lot of administrative time on the front end but the event itself went well. Aumann said the organizer did not follow through on City requirements so could not sell alcohol during their event. Polley said there is policy regarding events and when they must schedule their event by because of the steps needed that involve other governmental agencies. It can be difficult or impossible to accommodate events that give short notice. Polley said the County's direction when Covid started was that the public facilities need to be made available to the public to use, so the Department has allowed rentals of all sizes in its facilities. Most of them have been private events which are given Health Department recommendations about reducing the spread of Covid-19. The Monster Truck event has been only one large event open to the public that has scheduled and it became apparent that a different standard other than just providing them with Health Department recommendations is needed for anything similar. For future public events being held during the time of Covid-19, any event organizers will have to work with the Health Department and submit a plan to the County on how they are going to follow the Health Department and CDC guidelines that are in place at the time. Polley said Department staff is also going to work with other County and City staff to take a look at the City Special Use Permit and the reservation forms the Department uses and go over the processes involved. Seefeldt hoped there could be more marketing of the grandstand area at Marathon Park for future events. Discussion occurred on the history of selling alcohol at events and fencing requirements at Marathon Park.

## **8. Announcements**

A. Next Meeting Date & Time, Location – September 29, 2020 at 10:30 am, Rm 5, 212 River Drive, Wausau WI 54403

B. Future Agenda Items – none brought forward

**9. Adjourn**—**Motion** by Opall, second by Herbst to adjourn at 11:30 am. Motion **carried** by voice vote, vote reflected as 6-0.

**AGENDA SUMMARY**

**4A1. Discussion and Possible Action Regarding Deer in Bluegill Bay Park**

A request has been made by Commission member and County Board Supervisor Opall to discuss the deer population in Bluegill Bay County Park and how it might be controlled. Supervisor Opall also serves on the Rib Mountain Town Board. Residents recently attended a Town Board meeting and expressed their concern about the number of deer in the park and in the surrounding yards. The issue of deer within Bluegill Bay park is one that staff has heard about before. Staff is also aware that certain neighbors around the park feed the deer which in turn enhances the issue. There are possible options to control the deer population. Bluegill Bay is a county park and currently hunting is prohibited within parks.

The Park Commission does have the ability to allow hunting to occur in county parks. Bluegill Bay is 98 acres (a portion of it is currently not developed) and surrounded by the lake and residential houses. Given the size and proximity of the park, only bow hunting could be allowed. Staff has spoken with the County's Corporation Counsel and the DNR. Options the Park Commission has for controlling the deer population include; doing nothing, do nothing at this time and collect more information, open the park for deer hunting during the regular bow season to licensed hunters only, open a special hunt with a permit from the DNR to licensed hunters after all deer hunting seasons have concluded (this could be open to all licensed hunters and licenses would be limited) or hire skilled archers to reduce the population. If the Park Commission would like to pursue a hunt of any kind an ordinance setting the parameters would be required to be passed by the County Board.

In previous years similar discussions were had regarding other County parks and the deer population. The Commission has chosen to not conduct a hunt but to gather more data to clearly define the extent of the deer population and the effects on the park. We currently have a multiyear deer browsing study taking place in the Big Eau Pleine Park to determine the effects of the deer population on the regeneration of the trees within the park. At this time staff does not have data indicating the number of deer or extent of damage by the deer in Bluegill Bay Park. The Town of Rib Mountain is willing to work closely with the County on finding a solution to the issue. A member of the Town of Rib Mountain staff will be attending the meeting to answer any questions. The Commission is asked to discuss the options available to them and to provide staff with direction on how to proceed.

**4A2. Discussion and Possible Action on the Proposed Parks, Recreation, and Forestry Department 2021 Budget**

There are several components to the 2021 proposed budget that staff has submitted to the County Administrator for his consideration and use in preparing his executive budget. Staff wishes to make the committee aware of the primary components of the proposed budget. Attached is a levy summary sheet of all County PRF budgets reflecting an overall 0.00% increase from 2020 to 2021 which meets the directive the County Administrator put forth. Below is a summary of the budgets with levy changes:

101-692 Snowmobile Trails Coordinator Budget: The overall levy is up \$5,546. This is due to the Motorized Recreation Coordinator position increasing from 0.60 FTE to 0.75 FTE.

101-710 County Park Budget: Attached is a 2020-2021 budget comparison of this County park budget. The overall levy is down \$6,354. Personnel costs are up \$67,041. The primary reason for the increase are a 9% increase in the health insurance premiums rate, 2.3% wage increase

for full time employees and a wage increase for a number of the seasonal positions to promote a more qualified candidate pool.

Overall, non-personnel costs decreased \$500. Notable changes include \$1,900 increase for a Sheriff's Department Recreation Deputy, \$500 increase for Diggers Hotline Tickets, \$3,000 increase in electric service, \$2,000 increase in building service equipment repair due to more equipment and older buildings, \$1,000 increase for MPB hockey board cleaning, \$150 increase for GPS services, \$500 increase in meeting expenses, \$1,500 increase in janitorial supplies, \$500 increase for firewood, \$466 increase in fees and permits for well testing, campground licenses and DNR permits, \$10,420 decrease in gasoline and diesel fuel to budget closer to the three year annual average and a decrease of \$1,564 in liability insurances as a result of a premium offset passed on by the Marathon County Risk Manager.

Overall revenues increased by \$72,895. Notable changes include a \$37,511 increase in camping, firewood, dump station and campsite reservation fees, \$5,500 decrease in public indoor ice skating fees and skate rentals, and incremental increases/decreases in a handful of other revenues.

Also attached is a summary list of the 2021 Budget PRF County Maintenance Projects.

The Marathon Junction budget has a slight increase tax levy support due to incremental fulltime and seasonal wage increases.

Staff have met with the County Administrator and he has accepted our 2021 budget as submitted. If the committee so chooses they can make a motion to approve the county park budgets as submitted and move them ahead through the annual budget process.

#### 7A. Project Update

##### **Marathon Park Ice Arena Compressor Room:**

Refrigeration controller installation is installed. Final IT work is in progress to communicate with controller remotely. Compressors are running for ice making operations.

##### **MPB #1:**

Ice has been made and painted for seasonal use. MPB #2 will open on November 2.

##### **MPB's Sound System:**

Sound system equipment has been ordered. Staff will work with the contractor to install the system.

##### **Sunnyvale Softball Complex:**

Park improvement projects; New scoreboards are ordered, infield renovations are underway, new water supply lines are being trenched in, concession building concrete slabs are being poured. Replacement serving windows installed next week.

##### **Water Systems:**

Winterization of various systems and facilities will be started next week.

##### **BEP Playground Equipment:**

Equipment designs have been submitted by vendors.

##### **County Playgrounds:**

Replacement safety surfacing (engineered wood fiber) has been ordered. Replacement will begin this fall as staff time and weather permits.

**Routine Operations/Programs:**

Mowing Operations

Urban forestry program; tree trimming, removals, stump grinding,

Building and structure maintenance.

Shelter reservations and Special Events;

Equipment maintenance and repair

Shooting Range

Campgrounds.

Restroom Maintenance.

**7B. Program Update**

Staff will provide the Commission with an update on the recent fair food vendor, concert and movie in the park events held in Marathon Park.

# Marathon County 2021 Budget

## Levy by Org.

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<u>Budget Section</u>	<u>2020 Levy</u>	<u>2021 Levy</u>	<u>Increase (Decrease)</u>
101-692 Snowmobile Trails Coordinator	11,400	16,946	5,546
101-710 County Park	2,016,706	2,010,352	(6,354)
101-711 Playgrounds Summer Recreation	-	-	-
101-712 Challenge Grant	-	-	-
101-714 Mountain-Bay Trail	-	-	-
142-726 Sports Complex	96,362	96,336	(26)
145-724 Marathon Park - Junction/Train	15,035	15,955	920
147-716 Fairgrounds Maint	-	-	-
150-722 Reclamation Rib Falls	-	-	-
150-723 WI River Park	-	-	-
151-725 Park Gifts	-	-	-
152-727 Park Land & Products	-	-	-
153-778 Segregated Land Purchase	-	-	-
154-690 Nine Mile Trails	-	-	-
171-758 Knowles-Nelson Stwrd 2017	-	-	-
174-759 Fema Cattail Removal 2011-2012	-	-	-
254-751 County Conservation Program	4,400	4,314	(86)
255-752 County Forest Road Aids	-	-	-
257-755 Forestry State Aids	-	-	-
258-756 Wildlife Habitat Management	-	-	-
285-693 Snowmobile Trails 2016-2017	-	-	-
297-718 Snowmobile Trails 2017-2018	-	-	-
331-694 Snowmobile Trails 2007-2008	-	-	-
345-720 Park 45N 90W Marker	-	-	-
355-696 Snowmobile Trails 2021-2022	-	-	-
378-730 Special Projects RTA Grant	-	-	-
404-760 Sustainable Forestry	-	-	-
429-691 Snowmobile Grant 2018-2019	-	-	-
431-697 Summer ATV 2018-2019	-	-	-
432-698 Summer ATV/UTV 2020-2021	-	-	-
433-699 Winter ATV 2018-2019	-	-	-
434-700 Winter ATV 2019-2020	-	-	-
436-694 Snowmobile Trails 2019-2020	-	-	-
437-695 Summer ATV/UTV 2019-2020	-	-	-
440-702 Winter ATV 2020-2021 Snow	-	-	-
441-731 Pittman-Robertson Grant	-	-	-
454-703 Special Projects Snowmobile	-	-	-
455-704 Summer ATV 2021-2022	-	-	-
456-705 Winter ATV 2021-2022	-	-	-
469-706 Special Projects ATV	-	-	-
482-757 Co Forest Admin	-	-	-



496-707 Snowmobile Trails 2020-2021	-	-	-
000-000 GL DESCRIPTION	-	-	-
000-000 GL DESCRIPTION	-	-	-
000-000 GL DESCRIPTION	-	-	-
	<hr/>	<hr/>	<hr/>

TOTAL LEVY	<u>2,143,903</u>	<u>2,143,903</u>	<u>-</u>
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Levy Change From 2020 to 2021	0.000%
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**Parks, Recreation and Forestry Dept  
County Park 101 710 Subfund**

**2020-2021 Budget Comparison**

	<u>2020 Modified</u>	<u>2021 Request</u>	<u>\$Difference</u>	<u>% Change</u>
1000'S Personal Services	\$ 2,013,028	\$ 2,080,069	\$ 67,041	3.33%
2000's Contracted Services	\$ 424,565	\$ 433,958	\$ 9,393	2.21%
3000-4000's Materials and Supplies	\$ 468,585	\$ 460,256	\$ (8,329)	-1.78%
5000's Insurances and Fixed Costs	\$ 44,310	\$ 42,746	\$ (1,564)	-3.53%
<u>8000's Land</u>	<u>\$ 24,471</u>	<u>\$ 24,471</u>	<u>\$ -</u>	<u>0.00%</u>
Total Expenses	\$ 2,974,959	\$ 3,041,500	\$ 66,541	2.24%
Less: Revenues	\$ (958,253)	\$ (1,031,148)	\$ (72,895)	7.61%
Net Levy	\$ 2,016,706	\$ 2,010,352	\$ (6,354)	-0.32%

## 2021 PRF Department County Small Projects List

*\*Priority projects*

**\*Park Operations Mechanic Shop; Hoist Replacement** **\$16,000.00 (50 CI/50 CO)**

Replace older smaller hoist with upgrade to provide ability to lift larger equipment for service and repairs.

**Nine Mile Boiler system line replacement** **\$ 6,500.00**

Replace existing low efficiency insulated water line with improved efficiency lines

**Dells of the Eau Claire Main Shelter Fireplace and wall pilings** **\$18,500.00**

Repair and replace all broken mortar, reset stones and tuck-pointing.

**\*Dells of the Eau Claire Park; Steps to overlook** **\$19,000.00**

Reset all loose stones as needed, replace missing stones, add proper base material, mortar and tuck-pointing.

**\*Dells of the Eau Claire Park High Bridge Deck Replacement** **\$ 10,600.00**

Replace deteriorating bridge decking and rail (as needed).

**Marathon County Sports Complex** **\$10,500.00**

Construct walking/cart path connecting concessions area to north end of complex

**\*Marathon Park Utility Mapping** **\$8,000.00**

Department does not have an inclusive up to date plan of existing utilities within the property.

This information is needed for marking prior to construction or special event setup activities.

**Marathon Park South Border Fence** **\$26,000.00**

Existing fence is over 40 years old. H post style posts with no top rail; replacement parts are becoming scarce.

**\*Marathon Park Ice Arenas (MPB #1 and #2); Rubber Flooring** **\$33,500.00**

Continue replacement and slight expansion of rubber flooring to include River Wolves' office, MPB #1 Hallway and MPB #2 bleacher area.

**Marathon Park Ice Arenas Lobby Restroom; Stall Dividers** **\$11,500.00**

Replace deteriorating/rusting stall dividers to replace with composite (graffiti proof) dividers.

**\*Marathon Park EGH and MPB's; Tables & Chairs** **\$11,600.00 (EGH)**

**\$19,800.00 (MPB's)**

Continue table and chair replacements for building rentals and Events