

Vilas County Forestry, Recreation, & Land Committee Minutes

5 September 2012

Members Present: Stephen Favorite, Chair
Sig Hjemvick, Vice Chair
Leon Kukanich
Ralph Sitzberger
Charles Rayala, Jr.

Others Present: Lawrence Stevens, CF, Forest Administrator
Constance Valkenaar, Administrative Secretary
John Gagnon, CF, Assistant Administrator
Dale Mayo, Parks Tech/Snowmo Prog. Coordinator
Jill Nemec, DNR Forestry Liaison
Martha Milanowski, Corporation Counsel
Ken Anderson, Media
Barb Gibson, Tony Jones, Mapping Department
Holly Tomlanovich, Sno-Eagles
Janna Kahl, Human Resources (HR)
Gary Peske, County Board
Dale Soltow, Sheriff's Department
Ed Bluthardt, Land Records Committee

The meeting was called to order at 8:55 a.m. by Chairman Favorite, who advised that this was a public meeting and that notification of the meeting with the agenda was sent to the Committee members, the County Board Chairman, the Vilas County Clerk, the Vilas County Corporation Counsel, the Vilas County News-Review, the Lakeland Times, FYI Wisconsin, Radio Stations WRJO and Coyote 93.7, and the Northwoods River News. The notice and agenda were also posted on the Courthouse and Forestry Department bulletin boards. This notification was verified by the Forestry Department Administrative Secretary.

- 1) Motion by Sitzberger, seconded by Kukanich to approve the agenda in any order at the discretion of the Chair. Motion carried unanimously.
- 2) Motion by Rayala, seconded by Sitzberger, to approve the minutes of the 1 August 2012 meeting. Motion carried unanimously.
- 3) Communication Tower – Zoning Hearing Public Hearing Notice: Routine notice received by the Department of the proposed placement of a tower on Conover Town lands adjacent to County Forest land. Motion by Hjemvick, seconded by Kukanich, to support this proposal. Motion carried with Favorite abstaining.
- 4) American Tower Lease Proposal: Reference the communications tower located near Snipe Lake in the Town of Cloverland, on County land; subject of previous discussion by the Committee. A communication has been received from American Tower offering two options for the purchase of a permanent easement. Discussion. Motion by Sitzberger, seconded by Hjemvick, to reject the current offer as outlined in the letter. Stevens was directed to send a letter to American Tower saying that the Committee rejects the current proposal and that the Committee may consider re-negotiating if there is a co-location provision in the proposal. Motion carried unanimously.

5) Snowmo Trail Relocation Project Bid Opening (Hwy 155 crossing):

Bids were opened as follows:

Kelk Land Improvement	\$14,513
Minocqua Grading	\$19,250
Denny's Excavating	\$17,000
JJ's Excavating	\$18,400
Cloverland Logging	\$16,700
Schneider	\$42,500
Pitlik & Wick	\$42,780
Vilas County Construction	\$24,900
K & S	\$46,900

Motion by Hjemvick, seconded by Rayala, to accept Kelk Land Improvement's bid pending review by Department staff and providing that sufficient funds are available.

Motion carried unanimously

- 6) Governor's Council on Snowmobiling: Mayo and Sitzberger gave an update from the meeting they attended on 13 July in Rothschild.
- 7) Outdoor Recreation Plan: Stevens reported that Fred Heider of NCWRPC has distributed surveys requesting input from various community organizations/groups, including the lake organizations, hoping to catch them before the seasonal exodus. Stevens provided the Committee with a copy of same. This survey is available electronically. The Department will prepare a resolution extending the current Outdoor Rec Plan for one year (end of 2013), and present it to the Committee for their review at the October meeting.
- 8) Job Description for Recreation Technician/Snowmobile Program Coordinator: Discussion of the evolution of this position and tentative changes to the description of the duties and title for the job, which will result in the need for an employee to perform additional man-hours to fill the resulting void and provide the necessary services. This matter will be placed in next month's agenda so that more information can be gathered.
- 9) Request to Redeem Tax Deed Parcel #20-179-01: Request received to redeem this tax deed parcel. This was in the form of a letter from an attorney who advised he represents the estate of the former owner, and gave the reasons his clients should be allowed to redeem the property. Based on past practice, the Committee moved as follows: motion by Rayala, seconded by Hjemvick, to allow redemption by the estate upon payment in full of all delinquent taxes, including proration of 2012 taxes, interest, penalties, and associated costs, to be paid no later than 30 September 2012. Upon payment as outlined above, Corporation Counsel is directed to move the Court to vacate the order wherein Vilas County took title to this property. Motion carried unanimously.
- 10) Timber Sales Contracts/Forest Management: Gagnon gave the report, a copy of which is attached.
- 11) SFI Certification Audit: Stevens reported that the auditor indicated that he "was very impressed with the way things are done and could find nothing wrong." The audit went through the timber sale process using 8 separate sales. Characteristics reviewed included but not limited to: Water Quality BMP's, silviculture, record keeping, and interaction with adjacent landowners and the general public. Stevens provided the Committee with a copy of the State's preliminary audit results. Sitzberger observed the audit process, and advised the Committee that he too was very impressed with the work of the forestry staff and thanked Stevens and Gagnon for their diligent work for the Department.

- 12) Brush Rake: Highest bid received is \$1,035.00 (August 2012). Collins Excavating offered \$1,000.00. Hjemvick suggested that Collins be contacted to discuss a possible trade for his services for work on the County facilities. Stevens was directed to ask Corporation Counsel's opinion whether it would be permissible to trade the rake for in-kind services. Motion by Sitzberger, seconded by Hjemvick, to pull the brush rake off the auction site, and have Stevens look into the possibility of an in-kind trade situation. Motion carried unanimously.
- 13) Survey Quote: Stevens reported that, as authorized by the Committee, he and Gagnon reviewed sealed bids for $\frac{3}{4}$ mile of boundary line in the Pincherry Lake area. The contract was awarded based upon the lowest quotes received: Eagle Landmark - \$1,950.00; Maines & Associates - \$1,474.00. The job was awarded to the low bid, Maines & Associates.
- 14) OSP Sign Request: Stevens advised that Mike Kiefer requested to place "No Dogs" signs at OSP due to concerns of dogs running loose at the park. Corporation Counsel provided Kiefer with the proper language for the signs with respect to the County Ordinance, and he was to bring a rendition of the proposed sign to the Department for approval prior to posting. He was invited and expected to be at this meeting, but did not appear. Also, it has been discovered that signs have been placed at OSP without Department knowledge. These signs contain advertising for a local business, Cornerstone Builders. Corporation Counsel will be contacted for her guidance in this matter.
- 15) Closed Session: Motion by Rayala, seconded by Hjemvick, to convene into closed session pursuant to §19.85(1)(g), Wis. Stats. for the purpose of deliberating the purchase of public properties. Roll call vote: Rayala, Hjemvick, Sitzberger, Kukanich, Favorite, all voting aye. Motion carried unanimously.
- 16) Adjourn Closed Session: Motion by Rayala, seconded by Hjemvick, to adjourn the closed session pursuant to §19.85(1)(g), Wis. Stats. And return to open session. Motion carried unanimously. No action ratified from closed session.
- 17) Meeting/Education: Motion by Rayala, seconded by Kukanich, to approve Jefferson's attendance at the Water Quality BMP's training in Rhinelander. Motion carried unanimously.
- 18) Abandoned Railroad Grades: No action.
- 19) Monthly Budget Summary: No problems noted. Stevens asked the Committee what they would like done with the remaining funds in the Fairgrounds and OSP line items, and the Committee indicated that carryover should be requested.
- 20) 2013 Budget: Stevens distributed copies of the preliminary 2013 Department budget to the Committee for their review, and conducted a line by line cursory review of the same. The budget will be discussed in detail at the Committee's annual budget review meeting. A motion was made by Rayala, seconded by Hjemvick, to request the Lead Parks position, currently at \$11.00/hour, to be budgeted for additional hours for 2013, to be discussed at the Committee budget meeting. Motion carried unanimously.
- 21) Monthly Bills: The Committee was furnished with a list of bills paid in the month of August.
- 22) Next Meeting Date: The next regular meeting of the Forestry Committee will be 3 October 2012, 8:30 a.m., Courthouse. The annual Committee field trip meeting is set for 10 October 2012 at 8:30 a.m., to be convened at Forestry HQ.
- 23) Adjourn: Motion by Rayala, seconded by Sitzberger, to adjourn. Motion carried unanimously. The meeting was adjourned at 11:58 a.m.

Minutes reflect the recorders' (Valkenaar & Stevens) notations and are subject to approval by the appropriate board or committee.