

Vilas County Forestry, Recreation, & Land Committee Minutes

1 May 2014

Members Present: Steven Doyen, Chair
Rocky Caffarella, Vice Chair
Ken Anderson
Art Kunde
Willy Otterpohl

Others Present: Ronald De Bruyne, Vilas County Board (Chair)
Constance Valkenaar, Administrative Secretary
Steve Doyen, Vilas Co Supervisor District #15
Willy Otterpohl, Vilas Co Board Supervisor District #1
Art Kunde, Vilas Co. Board Supervisor District #14
Ken Anderson, Vilas Co. Board Supervisor District #17
John Gagnon, Assistant Forest Administrator
Jill Nemecek, DNR Forestry Liaison
Lawrence Stevens, CF, Forest Administrator
Dale Mayo, Parks & Recreation Administrator
Rocky Caffarella, Vilas Co Supervisor District #5
Art Nass, Mike Bradford, Parks Summer Help
Chad McKee, Logging Contractor
David Chamberlain, HYSA
Colin Snook, Phelps Town Chair
Wally Beversdorf, County Board Supervisor
Steve Rhode, Conover Town Chair
Ann Currie/Mike Robillard/Jeff Currie, GHT
Holly Tomlanovich, Sno-Eagles & AWSC
Jason Hilger, Vilas Co. Finance Director
Jim Jefferson, Forestry Technician

The meeting was called to order at 9:00 a.m. by Chairman De Bruyne, who advised that this was a public meeting and that notification of the meeting with the agenda was properly posted. This notification was verified by the Forestry Department Administrative Secretary.

- 1) Introductions were made all around, with each person present stating his/her name and position as applicable. All are listed above in order of introduction
- 2) Election of Chair: De Bruyne opened the meeting for nominations for Chairperson of the Forestry Committee. Anderson nominated Doyen for Chair of the Vilas County Forestry, Recreation & Land Committee, seconded by Kunde. Further nominations were called for twice. Hearing none, nominations were closed. Called for discussion; hearing none, a vote was taken. Vote was unanimously aye. Steve Doyen was elected Chair of the Forestry, Recreation & Land Committee.
- 3) Election of Vice Chair: Doyen called for nominations for Vice Chair of the Committee. Kunde nominated Caffarella, seconded by Anderson. Further nominations were called for twice. Hearing none, Anderson moved the nominations be closed and a unanimous ballot be cast for Rocky. All Committee members voted

aye unanimously. Rocky Caffarella was elected Vice Chair of the Forestry, Recreation & Land Committee.

- 4) Approval of the Agenda: Motion by Caffarella, seconded by Kunde, to approve the agenda to be discussed in any order at the Chair's discretion. Motion carried unanimously.
- 5) Minutes: Motion by Kunde, seconded by Caffarella, to approve the minutes of the 2 April 2014 meeting. Motion carried unanimously.
- 6) Great Headwaters Trails 2 (GHT) Land Use Agreement: Mayo explained that GHT continues its bike/pedestrian/snowmobile trail work concerning the 2 trail segments to link Conover and Phelps areas, referring to the first segment as GHT1, Conover to Muskrat Creek Road (3 mile segment) and the second segment, referred to as GHT2, from Muskrat Creek Road to Song Hill Road. To obtain state funding, sponsorship of the trail is required, and Mayo advised that Town of Phelps has indicated interest in sponsorship of GHT2. Mayo further advised that a land use agreement between Vilas County and the Town of Phelps is needed with respect to the Vilas County Forest lands involved. Jeff Currie addressed the Committee and provided a comprehensive informational handout with GHT's Mission Statement and maps of the system, present and proposed, and gave an overview of the funding status. Currie advised that Corporation Counsel's office has prepared a draft land use agreement and GHT would like to have a meeting with members of the Committee, Corporation Counsel and people from Phelps, to work on the draft land use agreement for the Song Hill Lane segment. Mayo advised that there is an existing 30-year land use agreement with the Town of Conover for the first trail segment (up to Muskrat Ck), but the Town of Phelps wants changes made for their agreement. Discussion. Chairman Doyen directed that a meeting be set up to finalize the new land use agreement. Mayo is to provide the draft document to the Committee in advance of the meeting, with the changes highlighted. Along with the Committee, the meeting should include representatives from Corporation Counsel office, Mayo, Stevens, GHT, Conover and Phelps snowmobile clubs, Towns of Phelps and Conover.
- 7) Headwaters Youth Soccer Association: Chamberlain addressed the Committee with a request to make alterations to the Oldenburg Sports Park (OSP) Concessions building. Chamberlain presented a drawing and outlined his proposed changes. Chamberlain furnished a list, copy of which is attached to these minutes. Chamberlain advised that for today, he is asking for approval to: finish the stonework with the display case frames installed, at no expense to Vilas County. Motion by Anderson, seconded by Kunde, to okay the pavilion stonework requested by Headwaters Youth Soccer Association. Motion carried unanimously.
- 8) Timber Sales Bid Opening: Sealed bids were opened for the sale of 12 tracts of timber. A copy of the bid results are attached hereto and made a part hereof as though fully set forth. Motion by Anderson, seconded by Kunde, to accept the high bid on each tract provided it is in the best interest of Vilas County. Motion carried unanimously.
- 9) Timber Sales Contract Activity/Forest Management: Gagnon gave his report, a copy of which is attached hereto and made a part hereof as though fully set forth.
- 10) Knowles-Nelson Stewardship Grants: Stevens gave the new Committee an overview of the program and a status report on the two ongoing K-N projects. The Board of Commissioners of Public Lands (BCPL) will meet on 6 May at which time the process will proceed. Stevens will keep the Committee up to date of the status of the acquisition(s).

- 11) Gravel Crushing Bid Opening: One bid was received for crushing gravel for the County Forest Roads, from Pitlik & Wick in the amount of \$18,000.00. Discussion. Motion by Anderson, seconded by Caffarella, to table this matter until the June meeting to allow for Stevens to research to see if there is a less expensive alternative to this process. Motion carried unanimously. Stevens will report back to the Committee with his findings.
- 12) Snowmobile Trail Safety Committee Report: Mayo gave the new Committee an overview of what the Snowmobile Trail Safety Committee is about. De Bruyne advised that he feels that this Committee should be expanded to include trail safety for bicycles and all forms of recreation. This will be placed on the June agenda. Anderson also asked that the subject of "Recreation Officer" be placed on that agenda.
- 13) MSA Land Use Agreement: Mayo advised that this agreement is for a federal grant for the GHT1 trail segment (see #6, these minutes). Mayo advised that federal grants generally ask for permanent limited easements across property; however in the case of state and county land they will accept a 20 year land use agreement. Corporation Counsel is reviewing the document. Anderson asked if #6 of the agreement should be changed from "Recreation Administrator" to "Forestry Department" to avoid miscommunication between forestry activities and recreational use of the County property, and Mayo assured him that would not happen. Motion by Kunde, seconded by Caffarella, to approve the agreement contingent upon approval of Corporation Counsel. Discussion. Number #6 will be amended so that the Town shall notify both the Forest Administrator and the Parks & Recreation Administrator. #17 shall be amended to add "access," so that it reads "...County's ability to manage its rights-of-way and access County forest lands..." Motion by Anderson, seconded by Kunde to incorporate the two amendments discussed (to #6 and #17) into the motion on the floor. Motion carried unanimously.
- 14) Resolution: Motion by Anderson, seconded by Kunde, to approve the Knowles-Nelson Stewardship Grant resolution and pass it on to the full County Board for their approval. Motion carried unanimously.
- 15) Letters & Communications: De Bruyne asked that another copy of the Department's 2013 Annual Report be provided to the County Board members, in light of the fact that there are several new Board members.
- 16) Air Photography: Stevens updated the Committee on the status of the contract for new air photos of the County Forest to be made. Stevens has worked with Corporation Counsel, Ayres & Associates and Quantum Spatial, Inc. to construct a contract in the best interests of Vilas County, and Corporation Counsel has approved the same. County Board Resolution was adopted by the Vilas County Board of Supervisors on 15 April 2014, authorizing the expenditure.
- 17) Office Correspondence: Mayo placed this item on the agenda to request clarification from the Committee. Mayo advised that he would like to see a policy that documents that are addressed to "Dale Mayo, Parks & Recreation" go directly to Parks & Recreation desk. Caffarella and Anderson both agreed that if Mayo directs that all correspondence bearing his name go directly to his desk, so be it. Mayo asked for a motion, and was advised by Anderson that this discussion is enough. Doyen advised that any correspondence that involves land use agreements should be directed to both Forest Administrator and Parks & Recreation Administrator. Doyen directed that Land Use Agreements should be an item on the special meeting agenda.
- 18) Discover Wisconsin: Stevens advised that pursuant to the Committee's direction at the April meeting, he approached the Finance Committee for possible contribution

toward the Wisconsin County Forest Association's (WCFA) cost for 4 segments of Discover Wisconsin episodes on Wisconsin County Forests. Several other counties have contributed. Finance Director Hilger advised Stevens to put the item in the 2015 budget as a line item, in an amount to be determined by the Forestry Committee. The episodes will focus mainly on recreation, but some mention of the forest industry will be included. The Committee suggested that if any monies are to be contributed they should be shared between Department budgets. This will be discussed during the 2015 Budget planning process.

- 19) Meetings/Education/Travel: Motion by Anderson, seconded by Doyen, that any Department staff member and/or Committee member may attend the WCFA Summer Tour. Motion passed, with Caffarella voting nay. There is also a Society of American Foresters (SAF) training at Trees for Tomorrow on 13 June.
- 20) Monthly Budget Summary: No problems noted.
- 21) Next Meeting Date: The next regular meeting of the Forestry, Recreation & Land Committee will be 4 June 2014, 1:00 p.m. at the Courthouse Conference Rooms. The meeting was adjourned at approximately 12:30 p.m.

Minutes reflect the recorder's (Valkenaar) notations and are subject to approval by the appropriate board or committee.