

MINUTES

Wednesday, March 11, 2020

FACILITIES & PARKS COMMITTEE

Door County Government Center
Chambers Room (C102), 1st floor
421 Nebraska Street, Sturgeon Bay, WI

Oversight for Facilities and Parks

"These minutes have **not** been reviewed by the oversight committee and are subject to approval at the next regular committee meeting."

Call Meeting to Order

The Wednesday, March 11, 2020 Facilities and Parks Committee meeting was called to order by Chairman Dan Austad at 9:00 a.m. at the Door County Government Center.

Establish a Quorum

Members present: Dan Austad, Helen Bacon, Roy Englebert, Randy Halstead, Susan Kohout, Ken Fisher, and Richard Virlee.

Others Present: Administrator Ken Pabich, CC Grant Thomas, Facilities & Parks Director Wayne Spritka, Finance Director Steve Wipperfurth, Land Use Services Director Mariah Goode, Human Services Director Joe Krebsbach, Library Director Tina Kakuske, Friends of the Park President Dale Wiegand, County Clerk Jill Lau, and Public.

Adopt Agenda / Properly Noticed

Motion by Halstead, seconded by Englebert to approve the agenda. Motion carried by unanimous voice vote.

Approve Minutes of February 12, 2020 Regular Facilities & Parks Committee Meeting

Motion by Virlee, seconded by Fisher to approve the minutes. Motion carried by unanimous voice vote.

Correspondence

- Letter from David Shephard re: the non-resident boat launch permit fee

Public Comment

The following persons commented:

- Don Freix, 8305 Quarterline Road, Fish Creek
- Christine Reid, Forestville

Supervisor Response

None given.

Parks Division

Jr Fair Rental - Baseball Program Rate Adjustment Review/Approve/Deny

John Lodl, previously affiliated with the Boys Little League Program, explained that there is interest in renting the Jr. Fair building in the future on a short-term basis (February 1 through April 30). For this year the interest is to rent the building from the middle of March through the end of April. Lodl requested a reduced rental fee for one month's rent. F&P Director Spritka reported the daily rental rate is \$225. The first year the building was rented for 4 months for a baseball program and the rental rate was \$1,000 which fell a little short on covering costs. The second year the rent was \$1,200 and costs were covered.

Motion by Fisher, seconded by Bacon to rent the Jr. Fair Building for \$250 from March 11 through April 30 to John Lodl. Motion carried by unanimous voice vote.

Friends of the Door County Parks System Report

President Dale Wiegand reported the group met March 3rd. The group has gained 3 new members. The meeting discussed upcoming cave tours (looking for volunteers), providing a donation of \$2,400 for the purchase of an enclosed trailer specific for the caves, triathlon set-up (volunteers needed), and the group will attempt to become more visible throughout the county.

Resolution No. 2020-___ International Migratory Bird Day

Motion by Virlee, seconded by Kohout to approve the resolution and move it on to County Board. Motion carried by unanimous voice vote.

Resolution No. 2020-___ County Snowmobile Trail Aid, 2020-21 Snow Season

Motion by Bacon, seconded by Englebert to approve the acceptance of the grant. Motion carried by unanimous voice vote.

Resolution No. 2020-___ Gifts Grants Donations-Memorial Benches

Motion by Kohout, seconded by Virlee to accept the bench donations. Motion carried by unanimous voice vote.

Resolution No. 2020-___ Gifts Grants Donations-Enclosed Trailer

Motion by Bacon, seconded by Halstead to accept the donation for the trailer. The trailer is 7'x14', enclosed, with a ramp and side door which will be used for the cave tour equipment. Total cost is approximately \$4,785. Motion carried by unanimous voice vote.

Cana Island Report- Phase III Building Status

Spritka reviewed information included in the meeting packet.

Cana Island Interpretive Trail Proposal – Review/Approve Concept

Spritka reviewed information included in the meeting packet. The Door County Maritime Museum is proposing to create an interpretive (nature) trail at Cana Island. Spritka reported there are certain things that can and can't be done within zoning regulations. Looking for approval to take on the project and maintain it over time.

Motion by Englebert, seconded by Bacon to approve the concept of the Cana Island Interpretive Trail. Motion carried by unanimous voice vote.

Request to Refill Position - Parks Manager

Motion by Halstead, seconded by Fisher to approve the request to refill the Parks Manager position. The job description has been updated to clarify the duties. Motion carried by unanimous voice vote.

Petition for Grant of Variance-Door Bluff Headlands County Park Parcel #018-04-35332814B2

The County was notified by the Town of Liberty Grove of a Plan Commission meeting regarding a request for variance by Jonathan and Carol Wall who are requesting to build a two-story detached garage up to the edge of a private road easement. The private road easement is a portion of the Door Bluff Headlands County Park that accesses the shoreline. No action was taken.

Master Planning Update- Press Release

Spritka reviewed the press release which was included in the meeting packet. An Open House, to review the draft Door County Parks and Open Space Plan 2020-2025, will be held Tuesday, March 31st from 2 to 7 p.m. at the Government Center – Peninsula Room.

Shoreline Erosion – Land Use Services

Land Use Services Director Mariah Goode explained the LUS Department has received numerous calls regarding what people can do about their shoreline erosion. Goode noted fixes below the high water mark are regulated by the DNR and fixes above the high water mark are regulated by the Land Use Services Department. Shoreland owners may need permits from both departments. Goode distributed contact info that Supervisors can provide to their constituents who have questions. Goode also provided a coastal permitting fact sheet from the DNR which can be provided to constituents. Goode noted there are no magic options to solve the erosion problems.

Park Repairs-Shoreline Erosion

Spritka presented pictures of shoreline erosion at LaSalle County Park, Frank Murphy County Park, Cana Island Causeway, and Lily Bay Boat Launch. Signs will be placed at LaSalle Park to warn visitors of the

eroding shoreline. The Parks Department intends to refill and repair the boat launch ramps at Frank Murphy and Lily Bay. The causeway has had rock pushed up which will be repaired.

Facilities Division

Door County Community Center Designation as a Red Cross Shelter

Motion by Fisher, seconded by Bacon to approve the designation. Motion carried by unanimous voice vote.

Placement Options for Ch. 980, Wis. Stats. Persons on Supervised Release

No new information to present.

442 Michigan Street Facility-Discussion of Use

Health & Human Services Director Joe Krebsbach explained the research has been completed on the home. A memo was included in the meeting packet which was reviewed. The conclusion is that a local, county-owned home could save the County placement costs and help the County provide better outcomes. The County would see the house as a rental space rather than a treatment program. The County would have a written policy that includes admission criteria, house rules, etc. The H&HS Department would like to continue to explore the option at the 442 Michigan Street address.

Next steps would include:

- Review of policy by Corporation Counsel
- Review of building needs and costs with Facilities and Parks Director
- Address zoning issues with city
- Assure proper insurance coverage and cost with Finance Director
- Review cost estimates and determine funding with Facility and Parks Committee and Finance Committee

There are many things about the house at 442 that work well; but there are concerns if the cost would be worth the use. Discussion included if it is time to watch for an In Rem property, remove the house at 442 Michigan Street and construct a facility, or look to purchase a home.

Motion by Fisher, seconded by Austad to direct Staff to rebid the demolition of the house at 442 Michigan Street. Motion carried by unanimous voice vote.

56 N 4th Ave (Former Younkers Site) Building Study – Update

Engberg Anderson Architects presented a PowerPoint outlining design ideas and estimated costs. Initial estimated costs are \$6M. The County would need to bond for the project and could be bonded in conjunction with the Washington Island ES facility project.

The committee recessed at 10:35 a.m. and reconvened at 10:42 a.m.

Administrator Pabich explained the numbers were reviewed and refined. Per square foot costs are comparable to the Community Center costs. Given the size of the building and the use there doesn't seem to be any areas to redesign to reduce costs. Estimated payback for the leased space is approximately 20 years. If the County works through DCEDC to lease space it is not anticipated to be a huge off-set. It was requested that a presentation be given to the Committee regarding off-setting costs and bonding. Discussion regarding demolition of the front portion of the building and remodeling the back portion for county needs. Further review at next month's meeting. Engberg Anderson Architects will provide estimated costs to demo the front portion of the building and redesign the back portion for county use at no additional cost.

Northport Lease (Door County & Washington Island Ferry Line, Inc.)

CC Thomas reported the original lease dates back to 1993. The County is currently on the third amendment of the lease which is nearing the end of its term. The renewal lease agreement will begin September 1, 2020 and will expire in 2026. CC Thomas suggested starting to review lease renewal in the next few years to prepare for the end of the lease in 2026.

Sheriff Department Storage Building Project – FYI

Bids are due April 2nd and will be reviewed and possibly awarded at the April meeting.

Door County Library 2020 CIP - Boiler Replacement – Review/Accept/Award

Information was included in the meeting packet and was reviewed. Five bids were received.

Motion by Fisher, seconded by Bacon to accept the bids. Motion carried by unanimous voice vote.

Spritka noted the bid from Bassett Mechanical did not conform to specs. After review of all bids Spritka recommends awarding the bid to Schaus.

Motion by Fisher, seconded by Kohout to turn down the Bassett Mechanical bid as non-conforming. The bid did not include costs for triple duty valves, connection to the existing stack, and electrical. Motion carried by unanimous voice vote.

Motion by Halstead, seconded by Englebert to award the bid to Schaus Roofing and Mechanical Contractors. Motion carried by unanimous voice vote.

Spritka noted \$63,000 has been budgeted and this is a shared cost between the City and the County.

Door County Justice Center 2020 CIP - LED Lighting Upgrade – Review/Accept/Award

Motion by Fisher, seconded by Bacon to accept the bids for the DC Justice Center 2020 LED lighting upgrade. Motion carried by unanimous voice vote.

Spritka reviewed bid information included in the meeting packet. After review of bids Spritka recommends awarding the bid to Elmstar Electric Corporation.

Motion by Virlee, seconded by Kohout to award the bid to Elmstar Electric Corporation. Motion carried by unanimous voice vote.

Emergency Services Facility Parcel Study – Washington Island Update

Meeting will be held this Thursday to further review. Further information next meeting.

Fair Board Liaison Report

Supervisor Englebert reported the first of the advertising has started. Bands are contracted. Supervisor Halstead reported the Fair Board held discussions regarding the entrance and bandshell. Administrator Pabich reported the Community Foundation was approached regarding the bandshell. It may be difficult to find donors for a government project. Also, without any concept ideas/renderings it may be hard to find donors.

Request for Agenda Items for Next Month's Meeting

Nothing new as of this meeting.

Review of Vouchers, Claims and Bills

Reviewed.

Next Meeting Date: Regular Meeting

Wednesday, April 14, 2020 – 1:00 p.m.

Meeting Per Diem Code

311.

Adjourn

Motion by Fisher, seconded by Halstead to adjourn. Time: 11:31 a.m. Motion carried.

Respectfully submitted, Jill M. Lau, County Clerk