

ADDENDUM

Eau Claire County Board of Supervisors
Tuesday, January 21, 2020/ 7 pm
Courthouse, County Boardroom (Room 1277)
721 Oxford Ave. Eau Claire, WI

Eau Claire County Mission Statement:

"To provide quality, innovative and cost-effective services that safeguard and enhance the well-being of residents and resources"

10. REPORTS OF STANDING COMMITTEES, COMMITTEES, COMMISSIONS AND BOARDS UNDER 2.04.160 AND SECOND READING OF ORDINANCES

Parks & Forest Committee

File No.

19-20/087 (1)

Resolution – Adopting the 2020 Annual Work Plan for the Parks and Forest Department to comply with the County Forest Administration Grant Program

FACT SHEET

TO FILE NO 19-20/087

As stated in the resolution, County Board approval is required to comply with the requirements of the Forest Administration Grant. Details of the Parks & Forest Director's wages and fringe benefits are submitted to the state to determine the grant amount.

The Forest Administration grant will be approximately \$51,500 in positive fiscal impact.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Josh Pedersen", written in a cursive style.

Josh Pedersen
Parks & Forest Director

1 Enrolled No.

2 RESOLUTION

3 File No. 19-20/087

4 -ADOPTING THE 2020 ANNUAL WORK PLAN FOR THE PARKS AND FOREST
5 DEPARTMENT TO COMPLY WITH THE COUNTY FOREST ADMINISTRATION GRANT
6 PROGRAM-

7 WHEREAS, each year the county is eligible to receive 50% of the actual salary and up to
8 50% of the fringe benefit costs of a county-employed professional forester in the position of
9 county forest administrator or assistant county forest administrator, except that the fringe
10 benefits may not exceed 40% of the position's annual salary; and

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12 WHEREAS, the parks and forest director, in his position, qualifies for this funding; and

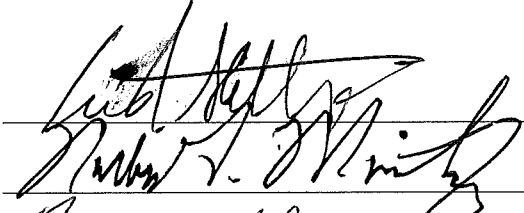
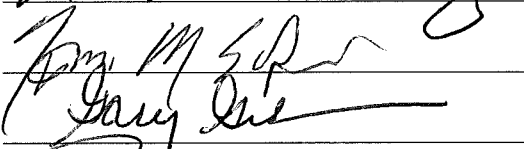
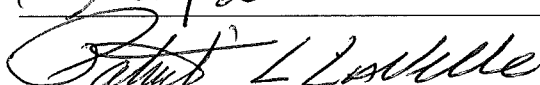
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14 WHEREAS, per Wis. Stat. § 28.11 (5)(b) and Wis. Admin. Code NR 47.75 for the
15 county forest administration grant program, the county board must approve an annual county
16 forest work plan which must also be approved by the department of natural resources to comply;
17 and

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19 WHEREAS, the 2020 Annual Work Plan implements projects included in the adopted
20 2020 budget and other projects involving only staff time with no other budget expenditures; and

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22 WHEREAS, a copy of the approved 2020 Annual Work Plan and a copy of this adopted
23 resolution must be received by the department of natural resources prior to January 31, 2020.

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25 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of
26 Supervisors hereby adopts the attached 2020 Annual Work Plan for the parks and forest
27 department.

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29 ADOPTED:

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Committee on Parks and Forest

42 Dated this 13 day of January, 2020.

45 KRZ/yk

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49 ORDINANC/19-20.087

APPROVED BY
CORPORATION COUNCIL
AS TO FORM

Reviewed by Finance Dept.
for Fiscal Impact

2020 EAU CLAIRE COUNTY PARKS AND FOREST DEPARTMENT WORK PLAN

I. ADMINISTRATIVE OBJECTIVES

(Accomplished primarily by director, supervisor, and administrative specialist)

A. ITEMS:

- Create county forest comprehensive land use plan for 2021-2035
- Create Eau Claire County Outdoor Recreation Plan for 2021-2025
- Continue implementation of reforestation plan for the county forest
- Continue department Facebook page for interacting with the public
- Establish date, advertise, and coordinate free ski day at Tower Ridge Recreation Area with Ski Striders
- Coordinate June 5-6 "Open House" free access, National Trails Day in parks (first Saturday in June annually),
- Maintenance agreement with Ski Striders for Tower Ridge Recreation Area chalet
- Contact Boy Scouts or other group to consider involvement with camping development/Adopt-A-Park agreement for L.L. Phillips Park
- Utilize UWEC and CVTC student interns/Service-Learning students on various projects (including park surveys, tallying, etc.)
- Coordinate volunteer efforts including Adopt-A-Park projects: Coon Fork and Harstad with Augusta Area Schools students; Lowes Creek Park with area scouting groups and Lowes Creek trails with CORBA; Big Falls Park with UW-EC student organizations; Lake Altoona Park with Ski Sprites; Tower Ridge with Ski Striders, Chippewa Valley Disc Golf Organization and Chippewa Valley Trailriders; secure adopt-a-park group for Lake Eau Claire Park; Guettinger Woods & Wildlife Area with The Adventurers 4-H Club; and the Augusta ATV Club for ATV trails, including litter pick up and minor maintenance.
- Promote use of Guettinger Woods hiking/snowshoe trails through The Adventurers 4-H Club
- Attend WPRA and WCFA meetings as necessary
- By January 31 forward 2020 work plan and director's wages and fringe benefit costs to DNR to be eligible for forest administration grant
- By April 15 make annual application to DNR for ATV and snowmobile trails maintenance and development
- By May 1 apply to DNR for cost sharing any qualifying park development projects (Stewardship funds)
- By December 15 apply to DNR for County Conservation Aids
- Review county code for annual updating
- Monitor and report to committee on ninth year for free skiing at Tower Ridge on Monday nights in January and February 2020 for continuation
- Spot check CVDGO disc golf tournaments at Tower Ridge to assure all vendors are paying fees to county
- Assess/initiate opportunities for energy conservation and reducing costs relating to electricity use, vehicle use, heating, cooling, and other energy uses at all locations and operations
- Review old files and put them in compliance with County Code regarding record retention

B. ONGOING ADMINISTRATIVE TASKS (for Director and Administrative Specialist positions):

Administration of recreation area entrance fees including sales, receipting revenues, compliance checks, issuance and handling of violation notices, notice to Sheriff's Dept. for suspension of vehicle registration for unpaid fines; purchase equipment/supplies per budget (writing specifications, pricing, bidding); drafting and sending of news releases; spring and fall timber sales and fall firewood brochures and advertisements; contracted service bids/quotes for garbage pickup, campground firewood, septic pumping, ice vending; timber stand improvement work; recruit for seasonal positions; encourage park attendants to get hepatitis B shots from Health Department; timber sales record keeping, extensions, marketing, supervision; schedule and conduct quarterly staff meetings; coordination of staff training opportunities; apply for and process reimbursement claims for state/federal funding including park development, snowmobile trails maintenance (#S-5341/\$50,700), ATV/UTV trails maintenance (#ATV-4007-summer/\$17,482; #ATV-4047-winter/\$2,051; #ATV-4073T- troutes/\$945.53); and County Conservation Aids (#CCW-8253/\$3,037); Tower Ridge Maintenance Recreation Trails (RTP-972-19D/\$24,890); Tower Ridge Ski Trail Lighting Project (#RTP-890-17D/ \$32,214); and Tower Ridge Skills Park Development (RTP-954-19M/\$43,500) conduct summer park user surveys at Coon Fork, Lake Altoona, and Lake Eau Claire parks; develop 2021- budget and work plan; recruit for Advisory Committee members (April); tally camping statistics and park user surveys (November); land acquisition contacts and negotiations as directed by Committee on Parks & Forest; consider alternative ATV route in Fairchild to try to get out from payment to Union Pacific Railroad for ATV trail lease (November); coordinate random drug testing for employees; update ski and snowmobile trail conditions on phone message, Facebook and Travel Wisconsin website regularly; train staff regarding locations of survey markers near county forest roads to ensure monuments

are not disturbed when doing road maintenance or other projects on the forest.

C. CONTRACTUAL ITEMS TO BE PURCHASED/BID/NEGOTIATED/AGREED WITH OTHER PARTIES:

- Firewood from processor for resale at campgrounds
- Lawn Mower for Lake Altoona Park
- Blacktop sweeping/bridge inspections/snow plowing by Highway Department (as needed)
- Refuse and recyclable collection at parks
- Rental of portable toilet at Lake Altoona Park (April 1 – May 15 and October 15 – November 15)
- Ice vending machine at Coon Fork
- Pumping of vault/pit toilets and septic tanks
- Fire extinguisher checks
- Asphalt sealing for various parking lots
- Nature Programs at Coon Fork Park by Beaver Creek Reserve staff and volunteers
- Plant seedlings in prepared sites
- Timber stand improvement tracts
- Gravel overlays for forest roads
- Parks and Forest equipment and vehicles
- Rental of Portable toilets from (May 1st – September 15th)

II. FIELD STAFF WORK PLAN

(Skilled laborers, forester, park rangers, seasonal laborers, and park attendants)

A. ONGOING TASKS:

Remove hazard trees in all parks and intensive recreation areas and grind or pull stumps as needed; vehicle/equipment/building maintenance and repair; timber sales establishment, compliance checks, monitoring, scaling of forest products, forest reconnaissance updating; brush and maintain signs; forest regeneration planning/implementation; park supervision & maintenance; groom ski trails; maintenance of all recreation trails; culvert installations; grading and snowplowing 1.8 miles of forest roads, winter recreation parking areas including Guettinger Woods and Wildlife Area, Coon Fork, Tower Ridge, Evergreen, and Lowes Creek.

B. Parks General:

- Refurbish picnic tables and upright grills
- Install replacement shop door
- Maintain deposit boxes as needed
- Canoe landing improvements for Highway D access
- Treat park and other intensive use areas for poison ivy including canoe landings
- Grass seed bare spots
- Grind stumps as needed
- Seasonally open/close building water lines
- Repair and maintain ATV and snowmobile trail signs including ATV junctions
- Replace signposts as needed
- Fertilize turf areas
- Seasonally install/remove swim buoys and boat docks
- Replace seals and gaskets on hand pumps as needed
- Utilize Huber Program and Community Service Program as much as possible on maintenance projects
- Repaint park entrance and other signs as needed; re-establish/sign park boundaries
- Add wood chips as needed to playground areas
- Maintenance at all boat landings, including sweeping sand and gravel from ramps, putting rubber bumper guards around docks, and filling in potholes with gravel or blacktop and parking lot striping.

C. Big Falls Park

- Pruning along north and south entrance trails as needed

D. Coon Fork Park/Dam:

- Add base course and level campsite pads as needed
- Printing of reservation forms, handouts, revenue records, rental agreements, etc.
- Special attention to maintaining Judge Peplau memorial plantings

- Raise fire rings in campsites to avoid "flooding of fire rings" as needed
 - Prune branches along campground roads
 - Develop canoe access below dam and develop take out and access off NE spur of Shepherd's Crook
 - Plant trees in D Loop
 - Provide dock on south boat landing
 - Add gravel to main parking lot to prevent ponding and flooding of office area
 - Assess playground structures in campground area for improvement or replacement
- E. Harstad Park:
- Replace traffic signs as needed
 - Level and repair campsite pads with base course as necessary
 - Assess large shelter in day use area for improvement or replacement
- F. Lake Altoona Park/Dam:
- Replace 3 picnic grills
 - Replace bathroom partitions
 - Install Playground border
 - Continue water, septic, and utility studies for park improvements
 - Repair beach parking lot potholes as needed
 - Concrete ADA picnic areas, sidewalks as needed
 - Replace timbers around playground areas as needed
 - Lime beach to reduce bacteria levels as needed
 - Replenish beach sand as needed
 - Test the Emergency Action Plan for Lake Altoona Dam
 - Plan for beach parking lot replacement
 - Repaint change house
 - Prune existing park trees
- G. Lake Eau Claire Park/Dam:
- Replace actuators on Lake Eau Claire Dam
 - Replace turf, trees, topsoil, under oak wilt areas
 - Repair boat landings with Highway excavator/or rent other for department use
 - Swing set improvements and replacement items as needed
 - Repaint interior/exterior of two toilets
 - Brush canoe portage
 - Test the Emergency Action Plan for Lake Eau Claire Dam
 - Removal of oak wilt trees and landscaping stump holes as needed.
 - Sidewalk repairs
- H. L.L. Phillips Park:
- Plan replacement shelter building construction
- I. Lowes Creek Park:
- Mow trails for WORS "Firecracker" bike race within two weeks prior to race
 - Repair/replace signs, posts, picnic tables, and shelter boards as needed
 - Cut and treat invasive species with herbicide utilizing WISCORPS
 - Winter/Summer Recreational Trail maintenance and grooming
- J. County Forest Area:
- Controlled burn on Black Creek
 - Install canoe landing at Highway D with Highway Department assistance
 - Purchase Drone and accessories with Sustainable Forestry Grant
 - GIS recon updates
 - Purchase and install culverts as needed
 - Pick up dump sites on county forest as discovered/reported
 - Survey for Karner Blue Butterflies prior to any development in county forest areas
 - Maintain the forest access plan, reberm and repair gates as needed, install control measures immediately after completion of timber sales on new timber access trails
 - Spray poison ivy areas as needed

- Brush around information signs on the forest
- Relocation of canoe landing further downstream on Eau Claire River at Eisberner Memorial; add chips for access downbank
- Install signs at Coon Fork and Southfork Barrens (if signage is approved by DNR)
- Install signs at the Hathaway, Horse Creek and Wilson Wilderness Areas
- Maintain rock ford crossing on ATV and forest access trails
- 20 hours assistance from DNR dozer
- Oak scarification of sites where appropriate
- Assistance from DNR Wildlife management on various projects as time allows
- Brushing of trails and parking lots to maintain public access
- Site Prep and plant 25 acres of red pine
- Release 53 acres of red pine and 32 acres of jack pine
- Review for sale approximately 1,133 of timber (annual allowable cut) in the following timber types:

2020 Schedule of Harvest Treatments		
Forest Cover Type Offered For Sale	Total Acreage on The County Forest	Establishment Acres
Aspen	9,071	249
Red Maple	2,091	59
Oak	16,439	484
Red Pine	3,940	168
Jack Pine	4,349	58
White Pine	4,932	114
Bottomland/Central Hardwood	3,138	1
Non-Forested/Not scheduled for management	8,710	0
Total Eau Claire County Forest Land	52,670	1,133

- Develop a kiosk at horseback trailhead on CTH "G"
- Brush and mow Pea Creek Flowage dike
- Develop new horseback trail and parking area along the "River Trail"

K. Guettinger Woods and Wildlife Area:

- Coordinate with educational institutions for inventorying of various biological species and soil types
- Work with Adventurers 4-H Club on adoption of area

L. Shop Area:

- Refurbish county forest and park signs
- Construct educational signs on forest management practices
- Clean up garbage and recycle tires and scrap iron

M. County Forest Roads (1.8 miles):

- Monitor improvement needs and document grading and repairs to the county forest roads per certification requirements
- Grade and sand/salt to qualify for state aid
- Construct small parking areas along county forest roads
- Gravel roads and replace culverts
- Replace signs as needed
- GIS inventory of all culverts and sizes on all forest roads and recreational trails

N. Wildlife Projects:

- Mow all/part of 36 acres of wildlife trails and openings with 4x4 tractor/disc & drag
- Seed and gate/berm closed logging access trails and fertilize seeded areas

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- Karner Blue Butterfly inventory and monitoring
 - Beaver control in problem areas

O. Tower Ridge Recreation Area:

- Install "glass prohibited" signs at Trailheads
- Install erosion control measures on hills
- Sign for no disc golf tournaments allowed without prior county approval, include county contact information
- Maintain maintenance agreement with Ski Striders Cross-Country Ski Club
- Plant seedlings along recreation trails with donated funds and volunteers
- Continue removing the trail edge stumps east of the lighted trail
- Clear trees and brush for "Skills Park"
- Winter/Summer Recreational Trail maintenance and grooming

P. Public Outlots:

- Acquired through Federal Floodplain buyout - designate county boundaries, especially on Porterville Road and sign county land to prohibit vehicles and dumping
- Work with Rock Falls Sportsman's Club for club to do maintenance of Porterville Road Chippewa River Access