



Highways  
Parks  
Airport

## A G E N D A

Public Works Committee Meeting  
Tuesday, February 8, 2011 – 8:30 a.m.  
Public Works Department Committee Room

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of January 10, 2011
4. Vouchers/Bills/Encumbrances/Pre-Approved Encumbrance Amendments
5. Citizen Participation, Communications, and Announcements

### **PARKS BUSINESS**

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#### 6. ACTION ITEMS

- a. Consider Contract with MSA for Property Improvement Plan for Smith Road Property
- b. Consider Policy Regarding Spreading of Cremains at Beckman Mill County Park

#### 7. INFORMATION ITEMS

- a. Project Report
8. Parks Advisory Committee Remarks
9. Next Meeting Date
10. Adjournment

**Rock County Department of Public Works  
Division of Parks – Issue Paper**

**ISSUE:** Property Improvement Plan – Smith Road Property (former Boys and Girls Club)

**DISCUSSION:** MSA Professional Services, Inc. (MSA) has submitted a proposal for a property improvement plan for the Smith Road Property. This proposal and contract would be in addition and separate from our two park plans for Carver-Roehl and Magnolia Bluff Parks.

The proposed contract provides for professional services for a site improvement plan to include a site assessment, park survey, concept planning, and administrative report, at a lump sum cost of \$4,163. Portions of this project are to occur in tandem with services MSA has contracted to provide as a part of the Carver Roehl & Magnolia Bluff Park Master Plans.

Funding for the expense would be taken from 41-4551-4110-62104 Parks Administration Consulting Services Account. The above referenced park plans came in under the \$35,000 budget at \$30,798, thus leaving available funds to cover the cost of this professional service.

**RECOMMENDATION:** Approval to proceed with Smith Road Property Improvement Plan as proposed by MSA.

Respectfully submitted by,

A handwritten signature in black ink that reads "Lori Williams". The signature is written in a cursive, flowing style.

Lori Williams  
Parks Director

**Rock County Department of Public Works  
Division of Parks – Issue Paper**

**ISSUE:** Citizen requesting to will his cremains be spread at Beckman Mill County Park

**DISCUSSION:** Sue Schroeder with Friends of Beckman Mill called and said a citizen inquired about whether his ashes could be spread at Beckman Mill Park by the Mill. He is preparing to have his will written and wants to have that included.

The Coroner, Jenifer Keach, has been asked this question before and had contacted the DNR. She was told that the DNR officially does not authorize cremains to be spread at public parks or into waterways. The person that Jenifer Keach spoke with did acknowledge that it does happen anyway, and as long as no one complains, it is not really a big issue for them. Cremains are not really a health risk, but there is a certain public sensitivity about human remains. From a purely logical standpoint, ashes are good for the soil and some cemeteries have scatter gardens for this specific purpose, although she is not aware of any locally.

I also shared the request with Corporation Counsel and Mr. Kuglitsch responded via telephone that there are no state statutes or county ordinances on the books in regards to allowing or not allowing the above request. In addition, he advised that I should bring the issue to the Public Works Committee, as it is a matter of policy.

**RECOMMENDATION:** Approval.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lori Williams".

Lori Williams  
Parks Director

**Current Rock County Park Projects  
January – February 2011**

- **Beckman Mill** ----- 1) ACE approval received  
2) Awaiting DNR approval to proceed  
3) North woods trail defined and marked
  
- **Boys and Girls Club**----- 1) Naming process for the park in full swing
  
- **Carver- Roehl**----- 1) Playground project bid specs complete  
2) Snowshoe program planned for 2/13/11
  
- **Community Coordinator**----- 1) Working on Snowshoe programs  
2) Working on GIS aerial photo quality control  
3) Working on Carver-Playground project specs  
4) Website information updating  
5) Friends groups coordination
  
- **Delong** ----- 1) No new report
  
- **Gibbs Lake Park**----- 1) Snowshoe night hike planned for 2/18/11
  
- **GIS**----- 1) Attended land records meeting  
2) Staff assisting in 2010 aerial photo quality Control process
  
- **SLATS Bike Ped Plan**----- 1) Process complete and awaiting final plan

- **Magnolia Bluff**-----
  - 1) **Snowshoe program held on 1/29 with 19 Participants**
  - 2) **Working on bathroom project specs**
  - 3) **Bathroom locations decided**
  
- **Other Information**-----
  - 1) **Attended Department Head Meeting on 1/21**
  - 2) **Attended WPRA PARR III meeting**
  - 3) **Attended finance committee meeting**
  - 4) **Tree work in various locations ongoing**
  - 5) **Park Plan contracts received and signed**
  - 6) **Staff attended diggers hotline training**
  - 7) **Participated in NRPA conservation task force Meeting via telephone conference call**