

PARK COMMISSION MEETING

January 17, 2024

Minutes

Attending: Harry Pulliam, Chris Narveson, Mark Pernitz, Jason Neton, Kelly Ruschman, Dana Emmerton (remotely)

Excused: Mona Sue French

Absent: Rose Pertzborn

Also attending: Tim Schleeper, Town engineer/planner; Frank Grenzow

1. Call to Order. Meeting was called to order by Chair Pulliam at 6:04 pm.

2. Proof of Posting. Narveson provided proof of posting.

3. Approve Minutes from November 15, 2023 and January 4, 2024. One correction for the Jan.4, 2024 minutes: French should be listed as "Excused" not "Absent." Motion to approve the minutes of both meetings as amended by Ruschman, second by Neton, motion approved.

4. Public Comments. None.

5. Update from Vierbicher Staff on Master Park Plan. Schleeper provided a proposed schedule and timeline for community input, focus group meetings and town meetings. A planner with Vierbicher, Olivia, will be preparing a community wide survey. Pernitz, Neton and Emmerton will assist her. Survey will include 18-25 questions. It will be used at the community input night on February 13 and also sent to Town residents.

A community input night will be held at the Town Hall on February 13 at 6 pm. This will be announced in the Town newsletter. Pulliam will do a press release for the newspaper. Neton will send an email announcement to the Friends email list.

Four focus groups have been identified: prairie restoration; community orchard; trails and accessibility; and community recreation. Vierbicher will facilitate 60-90 minute meetings with the individual focus groups tentatively scheduled for February 22. The intent would be to begin the meetings in the afternoon and proceed sequentially into the evening until completed. If participants aren't available during the workday, a second evening will be scheduled.

Pulliam will contact representatives of the community orchard and trails and accessibility groups to determine their availability. Jason will contact the community recreation folks. Ruschman will contact the prairie restoration folks.

A summary of community feedback will be provided at the March Park Commission meeting.

It is anticipated that a draft park master plan will be available for the April Park Commission meeting. After feedback, a final park master plan will be available for the June Park Commission meeting. A public hearing and Town Board approval is anticipated for July 10, 2024.

Schleeper recommended that the Town prepare a mission statement for the Town park to help identify the purpose of the park. Ruschman and Neton will work on this. Any mission statement would be subject to Board approval.

A discussion took place about creating a 501(c)(3) organization, likely a Friends group, to receive donations for the park.

6. Update on the STH 39 Multi-Use Trail. Schleeper provided a series of drawings showing the preliminary concept layout and discussed the main features. A 15' easement with a 10' wide trail is anticipated. Narveson wants to asphalt the trail to reduce future maintenance by protecting it from washout and erosion as water crosses the trail. The length of the trail is approximately

3,100 ft. Narveson will talk to the landowners about the necessary easements. Construction is anticipated to start this spring.

7. Update on Proposed Park Entrance (Hayes Lane). Schleeper presented a series of drawings showing different layouts for the new Town road (Hayes Road) which will serve as the entrance to the park property, town garage, farmette, etc. Narveson mentioned that he would like to use the NW corner of the property for public works supplies such as stone, sand, brush collection, etc. and limit the public visibility of the “ugly” part of public works.

8. Review Restoration Committee Report. A discussion took place regarding the Restoration Committee’s work. Ruschman will prepare a seeding plan for the February park commission meeting that we could send to the Town Board for approval.

9. Update on Fall Tree Sale Customer Orders. Ruschman reported that the trees have been ordered. In some cases where there was a significant per tree price savings by ordering a larger quantity, he rounded our order up to take advantage of those savings.

10. Continue Discussion of Signage for New Town Park. No discussion. Deferred to the next meeting.

11. Discuss and Possibly Approve Proposed 2024 Park Commission Budget. No discussion. Deferred to the next meeting.

12. Schedule Next Meeting, February 21, 2024, at 6:00 PM

13. Adjourn. Motion to adjourn by Pernitz, second by Ruschman. Motion approved. Meeting adjourned at 8:10 pm.

Approved: February 21, 2024

Minutes prepared by Pernitz.