

PARK COMMISSION MEETING

February 21, 2024

Minutes

Attending: Harry Pulliam, Mark Pernitz, Jason Neton, Mona Sue French, Rose Pertzborn, Kelly Ruschman, Dana Emmerton (remotely)

Excused: Chris Narveson

Also attending: Nancy Streiff, Town Deputy Treasurer; Olivia Stramara, Vierbicher; Shahnaz Shahidain.

1. **Call to Order.** Meeting was called to order by Chair Pulliam at 6:05 pm.
2. **Proof of Posting.** Streiff attested to proof of posting.
3. **Approve Minutes from January 17, 2024.** Motion to approve the minutes of January 17, 2024 by Ruschman, second by French, motion approved.
4. **Public Comments.** Several members mentioned that they received favorable comments about the recent Town newsletter. Neton stated that the cost of printing and mailing the newsletter was about \$650.
5. **6. 7. 9. Introduce Olivia Stramara. Presentation on Agenda for February 27, 2024, Community Input Night. Update on Focus Group Invitations and Advertising for Community Input Night. Consider and Possibly Approve Refreshments for Community Input Night and Focus Group Meetings.** Stramara distributed materials and led a discussion of the Community Input meeting and focus group meetings. Stramara stated that the Community Input meeting is a very structured meeting designed to get information. 34 surveys have already been returned.
Motion to authorize up to \$125 for refreshments for the Community Input meeting and 2 focus group meetings by Neton, second by Ruschman, motion approved. Neton will purchase the refreshments.
10. **Restoration Committee Report from February 14, 2024, Town Board Meeting.** Ruschman, Neton, French and Pertzborn have been working on this committee. Ruschman presented the committee's report and recommendations at the last Town board meeting. Board was in agreement with the recommendations.
12. **Update on Fall Tree Sale Customer Orders.** We will need to coordinate delivery of trees after we receive notice that they are available.
13. **Update on Easements for Trail Along Hwy 39.** No report, Narveson was not present.
8. **Consider Recommendation to Town Board to Amend Chapter 204 Town Commissions and Boards, Park Commission, to Allow Town Staff to Take Minutes Rather than an Elected Secretary.** It was noted that the ordinance has not been followed in the past as past practice has been for the clerk to take minutes. Recently, a member has acted as secretary and taken minutes. A request was made that the exact language of any proposed ordinance amendment be provided in advance of the meeting. It was also noted that the ordinance provides for the annual election of a chair whereas past practice has been for the Town chair/board to appoint a chair. No action taken.
14. **Establish Committee to Study Signage for New Town Park.** French and Pernitz volunteered for this committee. Emmerton will participate if available.

15. Establish Committee to Study Potential DNR Grant Opportunities per Email from Cheryl Housley. Pulliam will contact Housley and let her know that our planning is not far enough along for this grant cycle.

16. Discuss and Possibly Approve Proposed 2024 Park Commission Budget, to Include Funding for Newspaper Insert to Advertise Community Input Night and Refreshments for Community Input Night and Focus Group Meetings. Pulliam will meet with Wright to get updated budget numbers.

Motion to approve expenses of approximately \$75 and 150 for printing of flier and insertion in local shopper by Ruschman, second by Pernitz, motion approved.

17. Plan to Schedule April 17, 2024, Park Commission Meeting for 4:30 p.m., Due to Town's Annual Meeting Being at 6 p.m.

18. Schedule Next Meeting, March 20, 2024, at 6:00 PM

19. Adjourn. Motion to adjourn by Pernitz, second by Neton, motion approved. Meeting adjourned at 7:33 pm.

Approved: March 20, 2024

Minutes prepared by Pernitz