



**Meeting:** Parks & Recreation Commission  
**Place:** 106 S. Main Street; Board Room  
**Date:** June 2, 2021 at 6:00 P.M.  
**Webpage:** [www.poynette-wi.gov](http://www.poynette-wi.gov)

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## MINUTES

- 1) Call to Order:  
Chair Commissioner Tomlinson called the meeting to order at 6:00 pm.
- 2) The Pledge of Allegiance was recited.
- 3) Roll Call:  
Members Present: Chair Tomlinson, Nooyen, Belay, Golueke and Peters  
Members Absent: Digman and Polzer with Prior Notice  
Staff Present: Deputy Clerk/ Deputy Treasurer Kilen
- 4) Approval of Minutes from May 5, 2021:  
Motion by Golueke to approve the May 5, 2021, Park Minutes, Second by Peters, MC 5-0
- 5) Public Communications and Comments:  
None
- 6) Staff, Commission Member and Consultant Reports  
Nooyen inquired about a commissioner's replacement due to meeting conflicts, Chair Tomlinson replied Polzer wishes to remain, and his schedule is being worked out.
- 7) Business (Discussion/Possible Action)
  - a) Update to Girl Scouts Troop 7008 Recycle Bin Project in Pauquette and Valley View Park:  
All Commissioners present approved of the Girl Scout Troop 7008 Recycling Can Logo and would like them to move forward on their Project.
  - b) Jamieson Park Updates, Improvements, and Grand Opening Event:  
Commissioner Peters updated members about the Jamieson Park Event Committee with their yet to do list of finalizing plans for the day of activities. Deputy Kilen ordered a grill, trash cans and a message board for Jamieson Park in the amount of \$2880. There was a lengthy discussion on the need for two pit toilets and requested Village Staff to get an estimated quote from General Engineering on units and installation costs so it could be put into a capital budget project.
  - c) Creation of a Parks and Recreation Employee:  
Members would like samples of Park and Recreation job descriptions from other municipalities, pay scale, what to budget and to see what programs are being offered in like communities. Village Staff was directed to research the Village of Deforest and the City of Portage to help with decisions to implement a Park and Recreation Employee. Commissioners wanted to be clear with implementing this new position, that their limited budget would not be cut to accommodate a New Park and Recreation Employee.
  - d) Athletic Field Scoreboards:  
Tabled to the July 7, 2021, meeting.

- e) **Movies in the Park:**  
The 3 food vendors, Jose Taco, Susie's Sweets and Ben Soft Pretzels have all agreed to be at the June 4, 2021, Valley View Park Friday Night Movie. Commissioners discussed Set up, attendance and the times to meet to make this event a success.
  - f) **Park Emergency Location Signs:**  
Commissioners Google searched the existing signs at the larger parks and decided to hold off for now since what is already at these parks should be sufficient.
  - g) **5-year Park Plan:**  
Members discussed the needs for renewing the 5-year Park Plan and Commissioners would like to invite Roffers to a fall meeting with his services budgeted for 2022.
- 8) **Upcoming Meeting Agenda Requests:**  
Splash Pad Repairs and Replacement, Movies in the Park, Athletic Score Board, Park and Recreation Employee and Jamieson Park.
- 9) **Adjournment:**  
Chair Tomlinson adjourned the meeting at 6:52 pm.

Approved 7/7/2021

**Respectfully Submitted,**

**Susan M Kilen**

**Susan Kilen**

**Deputy Clerk/Deputy Treasurer**