



Meeting: **Parks & Recreation Commission**
 Place: **106 S. Main St.**
 Date: **Wednesday, June 1, 2016 at 6:00 P.M.**
 Webpage: **<http://www.paynette-wi.gov>**

MINUTES

The meeting of the Parks and Recreation Commission was called to order by Administrator Wilson at 6:03 P.M.

1. Call to Order/Roll Call

Commissioners Present: Nooyen, Avery, Belay, Maier, and Polzer.

Commissioners absent were: Golueke and Tomlinson.

Staff Present: Administrator Wilson and Deputy Clerk Kilen

2. Pledge of Allegiance

All rose to recite the Pledge of Allegiance

3. Approval of Agenda

A motion by Avery, second by Belay to amend the agenda to include a nomination for Acting Chair in the absence of Chair Tomlinson, Motion Carried, 5-0.

Administrator Wilson stated that she would be looking for nominations from the group. Motion by Avery, second by Nooyen to nominate Chris Polzer as Acting Chair in the absence of Chair Tomlinson. Motion carried, 4-0.

4. Public Communications and Comment

None

5. Staff, Commission Member and Consultant Reports:

Administrator Wilson submitted a written report which outlined projects that had been completed.

Administrator Wilson stated that the new score board in Pauquette Park was accepted by the Village Board. Administrator Wilson thanked the businesses and individuals that made it possible.

Administrator Wilson noted that Michele Kopmeyer was hired as a concession stand operator.

Acting Chair Polzer requested that Mr. Jay Maier introduce himself to the Commission.

6. Approval of Minutes from March 2, 2016

Motion by Avery, second by Nooyen to approve the Minutes from April 6, 2016. Motion carried, 5-0.

7. New Business (Discussion/Action)

a. Budget Update.

Administrator Wilson asked if there were any questions. Member Avery commented on the funding for the Basketball Court and requested it to be on the next park meeting agenda for further discussion.

b. Family Fun Fest

Park Members stated that they had questions for Ms. Bryant and had hoped she would be in attendance. Deputy Clerk Kilen commented about the events that were to take place (ie. Craft show vendors, 5k run, parade, bed race, etc.). President Kaschinske questioned road closures. Commission Members questioned parking for the event, given that ball tournaments were to be

played in Pauquette Park that weekend as well. Commission members requested that the Park Commission Chair reach out to the Family Fun Fest Committee to receive clarification on the events.

c. Planting in Village Parks.

Administrator Wilson stated that Ordinance does not permit individuals to plant trees/shrubs within the Village parks. Administrator Wilson stated that there is a permit process in place for street trees, which comes through the Parks Commission and Village Board. Administrator Wilson stated that the budget does contain \$300 for the Garden Club to plant and maintain plants shrubs, flowers, and mulch around Village Hall, Police Station and Entrance Signs. Commission members agreed that planting should get approval from Parks and the Village Board; as there are plans in place for these areas.

d. Trail Signage.

Administrator Wilson outlined the concerns. Commission members requested a more formal quote for the costs to be considered at the next meeting.

e. Campground Inspection Report – Jamieson Park.

Administrator Wilson outlined the new state requirements to have a campground. Member Avery questioned the timeline given to the Village to be in compliance. Administrator Wilson stated that in looking at the report, we should have until next year's inspection, as a different date was not provided. Village President Kaschinske suggested selling the property to a private individual that would want to keep it as a campground. Commission member Maier thought there may be estate requirements from the donated land to stipulate as to what we can or cannot do. Acting Chair Polzer suggested maybe a user fee introduced to cover the cost of the new regulations. Motion by Avery, second by Nooyen to have Village Staff investigate costs and report back to the commission. Motion carried, 5-0.

8. Old Business (Discussion/Possible Action)

a. Valley View Pavilion and Park Concession Stand Rental.

Administrator Wilson stated that we have our first reservation for both areas and would need a volunteer to check the renters in and out for the June 5, 2016 Valley View concession stand rental. Member Maier stated he would volunteer.

b. Movie in the Park.

Members Belay and Nooyen volunteered to run the concession stand and be in charge of the movie in the park. Member Belay stated he would order the popcorn supplies.

c. Park and Open Space Master Plan.

Acting Chair Polzer stated that he would like to table this item to the July meeting for further discussion.

9. Upcoming Meeting Agenda Requests.

Members requested that the following items appear on the next agenda: new basketball court, trail signage, Jamieson Park, and the Park and Open Space Master Plan.

10. Adjournment

Acting Chair Polzer adjourned the meeting at 6:53 p.m.

Approved 7/6/2016

Respectfully submitted,

Susan Kilen
Deputy Clerk