



Meeting: **Parks & Recreation Commission**  
Place: **106 S. Main St.**  
Date: **Wednesday Sept. 2, 2015 6:00 P.M.**  
Webpage: **<http://www.poynette-wi.gov>**

## **MINUTES**

Meeting Called to order at 6:02 p.m. Commissioners present were: Tomlinson, Nooyen, Horn, Avery, Golueke, and Belay. Absent was Polzer, who gave prior notice.  
Staff Present were: Administrator Wilson, Village Deputy Clerk/Deputy Treasurer Kilen.

- 1) Approval of Agenda: Nooyen/Horn made the motion to amend the agenda by moving, 6e to 6a, motion approved, MC 6-0.
- 2) Public Communications & Comment: None
- 3) Staff, Commission Member and Consultants Reports: Tomlinson reported the shade structure at Valley View Park is almost complete. The Park Commission would need to reimburse Bruce Radewan for the concrete and Troy Hornback for the roofing materials. The Commission wanted to thank Guy Senkowski from Poynette Iron Works for the donation of the shelter, equipment to install most of the structure, and Public Works for all their hard work helping to install the structure.
- 4) Approval of Minutes from June 3, 2015: Horn/Nooyen motion to approve, MC 6-0.
- 5) Old Business (Discussion/Possible Action):
  - a) Trent Mueller presented his Eagle Scout Project for Cement Ping Pong Tables to be placed in the Pauquette and Valley View Park. Mr. Mueller stated that he decided to begin with one table at each park. A basket would be supplied with paddles and balls. Commission members questioned the safety of design, how to secure the tables/supplies, and aesthetics. Commission members also discussed setting precedence for the giving of money towards these types of projects. The Commission decided it would be reviewed on a case by case for use/benefit to the Village as a whole. Resolution No. 2015-941: A Resolution Authorizing the Contribution of Funds towards an Eagle Scout Project, Avery/Horn motion to recommend approval of Resolution No. 2015-941, MC 4-1 with Golueke voting nay and Nooyen abstaining.
  - b) Poynette Area Family Fun Festival Event: Nooyen reported the event was well-organized and is expected to grow next year. Nooyen stated that a different date was debated. Commissioners felt there should be more involvement from the parks department to include opening up the concession stand, but would need to collaborate the Legion.

- c) Park Grants: Horn outlined several grant opportunities. Commission members determined priorities, which included a basketball court and recreational trail from Jamieson Park to Rowen Creek Pine Island to the Mackenzie Center. Commissioners requested Administrator Wilson to look into the Stewardship Fund to continue the trail. Mrs. Wilson agreed and will talk with the DNR. Belay requested the Village get an intern to work on the grant project, and to place money in the parks budget under consultant to fund some of the grant writing. Commission members discussed the pros/cons of such an intern.
  - d) Movies in the Park: Avery suggested one of the movies is for an older age group. Horn suggested a winter movie. Commission members requested that the item be placed on the December Parks meeting for further discussion.
  - e) Resolution No. 15-940: A Resolution Increasing the rental Fee for Pauquette Park Pavilion and Establishing a Rental Fee for the Valley View Shelter and Concession Stand: Starting in 2016 the cost to rent the Pauquette Pavilion will be \$100 per day, with no provisions to rent the Pauquette Concession Stand. The cost to rent the Valley View Pavilion will be \$50.00 per day, if the Concession Stand Area is included, the cost would be \$100 per day. Horn/ Nooyen made the motion to recommend approval of Resolution No. 15-940, MC 6-0.
- 6) New Business (Discussion/Possible Action)
- a) Jamieson Park Gate Damage: Commission members reviewed the Police Incident report submitted along with Pictures of the damage. Mrs. Wilson stated that the gate was fixed by Public Works staff for \$160.00 and charged to Park Furnishing account.
  - b) Pauquette Park Stone Repair: Photos were submitted of the sunken stone in need of repair. Commissioners agreed to keep in same location. Commission members agreed the budget numbers should be consulted. Belay/Avery made the motion to repair the stone at the estimated cost of \$500.00, MC 6-0
  - c) Policy for Operation and /or use of the Park Facilities and Concession Stands: Horn submitted a draft application for use of the Pauquette Park Pavilion and a draft application for use of Valley View Shelter and Concession Facility. Pauquette Concession Stand use will be reviewed case by case, while encouraging only local sporting related organizations to promote parks recreation. Horn will work on a formal policy and Village Attorney to review.
  - d) 2016 Budget Process: Commissioners reviewed all line budget items and proposed to increase in the Park Consultants line item by \$2000.00 to fund a grant writing internship. The Commission also requested an increase in the Park Capital Projects by \$14000.00 to continue the Basket Ball Court Project and to use the remaining 2015 capital funds of approximately +/- \$5000 towards that project. Park Maintenance was increased to \$5000.00 and Park Minor Repairs to \$3000.00. The remaining line items were to be the same as 2015. Commissioners would like to have Focus on Energy do an audit, so as to help save on electricity costs. Commission members discussed the cost of such an audit. Since the children are back in school, costs at the splash pad would be reduced.
  - e) Potential future park and recreation events: To help fund our parks and draw people to our community ideas were to host a Charity walk/run event. Horn submitted the Rugged Rockman Challenge information, which is a race event held in another community. The

\$50.00 entrance fee would go towards park projects. Commission members requested further discussion of this item in subsequent meetings

- 7) Review/ Consideration of upcoming Parks agenda items: Placement of second shelter at Valley View Park, review of 2015 budget update, park fund raiser events, policy for Pauquette Park concession stand, and the Ice Rink (creation of a committee to help maintain rink, running a water line, and warming house).

The meeting adjourned at 7:15pm  
Approved 10/07/2015

Susan Kilen  
Deputy Clerk/Deputy Treasurer