



Meeting: **Parks & Recreation Commission**

Place: **106 S. Main St.**

Date: **August 1, 2012 @ 6:30 P.M.**

Webpage: <http://www.paynette-wi.gov>

MINUTES

Called to Order at 6:30 p.m.

Present: Tomlinson, Avery, Belay, Bryant, Horn, Nooyen. Absent: Anderson.

Also in attendance: Village Planner Roffers.

1. Approval of Agenda. Avery/Belay motion to approve. Motion carried 6-0.
2. Public Communications & Comment. Olly Mielke expressed concern over the deteriorating condition of the roof on the Pauquette Park bathroom facility, and in general urged the Commission to prioritize maintenance of its existing park facilities. Tomlinson thanked Mielke for his comments and responded that the Commission/Village is considering construction of a new restroom facility in place of the existing one.
3. Reports. Tomlinson reported that the Historic Commission wants to place a historic marker near the east end of Old Settlers Park describing the history of the site and honoring Wallace Rowan.
4. Business Activities
 - a. Approval of meeting minutes from June 6, 2012. Avery/Belay motion to approve the minutes as presented. Motion carried 6-0.
 - b. Movies in the Park update. General report of positive experiences in Valley View Park; attendance up from last year. Horn reported complaints about adults consuming alcoholic beverages during movie, suggesting that Village ordinances are not clear on matter. Nooyen stated that more lighting needed after movie. Avery stated that Public Works staff may be able to repair bottom of popcorn machine. Commissioners coordinated volunteer schedule for August movie.
 - c. Valley View Park completion update. Roffers reviewed Erik Henningsgard's recent punch list. Avery suggested that the issue regarding access to the facility needed resolution, and other maintenance responsibilities still needed to be resolved. The Commission discussed concerns regarding water outflow from the spray pad to the stormwater swale, including standing water. Avery suggested that storing water on site and then pumping it for soccer field watering should be investigated. Roffers indicated that that was discussed earlier this year when the decision to pursue an open system was made, and that he would check with Henningsgard regarding what level of investigation was made or could be made.
 - d. Veterans Memorial Park update. Tomlinson reported on an initiative for a new memorial garden between the existing memorial and Main Street, and presented conceptual plans. He reported that the American Legion group putting the initiative together estimates the project will cost \$30,000-\$40,000, and seems to be seeking \$5,000-\$10,000 from the Village. Roffers reported that the idea of the garden is consistent with the conceptual master plan for the park in the Village Park and Open Space Plan, and improvements to Veterans Park are considered a "Phase 1" project. Bryant reported that the garden would benefit from a dedicated water source and electricity. Belay noted that other proposed activities in the park, such as an ice rink, might similarly benefit. Bryant asked whether the group was considering other fundraisers, like pavers. Nooyen suggested that benches may be another nice feature. Avery indicated that perhaps a Village contribution could be spread over a couple of years. Roffers indicated that there may be grants associated with extension of a water line, for instance, that could be looked into and in any case extension of such a line could have more than one benefit. Discussion to continue at upcoming meetings.

- e. Step repair/rebuilding by Main Street Bridge. Tomlinson reported that current railroad tie steps in very poor repair, and he received a quote for \$1,600 to replace with concrete steps. Belay suggested that this seemed like a reasonable price, and wondered if the Commission should also ask contractor how much it would cost to also add concrete to end of pedestrian bridge to address erosion. Roffers reported that the 2012 parks budget has \$7,500 remaining for capital projects. Tomlinson to follow up with contractor and report back.
 - f. Installation of bird houses along Rowan Creek trail. Bryant shared idea to install bluebird houses along Rowan Creek, indicating that area birders would monitor and maintain. Horn asked how much project would cost. Bryant suggested that volunteer could build houses; the most expensive element would be a 4-5' tall (above ground) pole on which to mount the houses. The Commission generally supported the idea. Avery asked Roffers to ask Village President to place on a Village Board agenda use of part of the Garden Club budget for this purpose.
 - g. Removal of Walnut Trees along Rowan Creek trail. Bryant reported her count of 47 black walnut trees along trail; not listed as a nuisance tree but toxic to undergrowth. Horn noted that the Kelli Tuttle tree management plan may address this issue, and that DNR may have something to say about removal in this area. Belay wondered whether selective removal/painting of smaller trees may be best approach. Commission also discussed dead trees near old fire station as related issue. Avery reported that Tuttle may be aware of grant funds to help remove trees. Roffers to send to Commission the Tuttle report. Bryant to contact Tuttle regarding options and report back to Commission.
 - h. Clean up of Mill Street entrance to Pauquette Park by Bryant for Master Gardening Certificate. Bryant reported her interest cleaning up areas and planting shrubs and maybe a small tree as volunteer effort. She will develop plan and share with Commission.
 - i. Watering of Soccer Fields. Avery continued discussion about idea to water Valley View fields with system from spray pad runoff, and indicated that he already talked with Mike Paulchek. Belay wondered if it would be better to have a couple of years of experience with splash pad to allow consideration of whether a closed system may be the better long term solution. Belay indicated there is another issue; he expressed concern that without watering the soccer fields will be ruined once PAYSO soccer starts. Belay/Avery motion to request that the Village finish watering the two smaller soccer fields at Valley View Park as soon as possible. Motion carried 6-0. Avery and Roffers to communicate approved motion to Village President.
 - j. PAYSO storage at Valley View Park. Avery to investigate issues with key access to facility.
 - k. Preliminary 2013 budget discussion. Roffers presented information on 2012 budget and expenditures to date to inform discussion. Commission asked for year-to-date expense report at every meeting. Roffers suggested that about ½ of the 2012 parks-related budget had been spent. The Commission discussed alternatives for spending some remaining 2012 funds on projects that have been discussed, including the Legion garden project (partial 2012 and partial 2013?), the steps/bridge landing concrete, replacing 15 or so remaining wood picnic tables, and the creek-related projects. For 2013, discussion focused around keeping the total request similar to this year, especially if expectations increased (concession employee?). Other preliminary ideas included investigating purchasing the movie set-up for Movies in the Park and a web-based recreation guide. 2012 and 2013 ideas to be discussed further at next meeting.
5. Items for Next Meeting Agenda. Commission suggested items B-H on August agenda should probably be repeated. Also to be discussed are remaining 2012 projects, proposed 2013 budget priorities. Commission should also begin planning for fall/winter festival soon.

The meeting adjourned at 8:34 p.m.

Approved: 9-5-2012

Minutes prepared by Mark Roffers, Village Planner