

PARK & RECREATION
2000 MUNICIPAL DR.
NEENAH, WI 54956
Telephone (920) 720-7108
Fax (920) 720-7113



COMMUNITY CENTER
1000 VALLEY RD.
MENASHA No Mail Please
Telephone (920) 731-1524
Fax (920) 731-1642

Website: www.town-menasha.com

PARK COMMISSION MEETING MINUTES

JANUARY 12, 2005

Park Commissioners Present: Richard Gawinski, Michael Lynch, Judy Holtz, John Zaborsky
Herb Horn and Glen Allen.

Staff Present:

Director Michael T. Kading
George Dearborn, Comm. Dev.

Bookkeeper Mary Heiting
Diana Kanter, Comm. Dev.

Public: Clarence Peterson
Mark Winter
Barb Hansen

* * * * *

The Commission meeting was held at the Community Center and was called to order by President Richard Gawinski at 7:00 p.m. The Pledge of Allegiance was recited and roll call taken.

APPROVAL OF MINUTES AND EXPENDITURES

MOTION: Commissioner Glen Allen, seconded by Commissioner Judy Holtz to approve the minutes of December 8, 2004 meeting. Motion carried unanimously.

The Commissioners reviewed the expenditure list in the amount of \$10,751.12 which included both 2004 and 2005 expenditures. **MOTION:** Commissioner Mike Lynch, seconded by Commissioner Herb Horn to approve the expenditures as listed. Motion carried unanimously.

PUBLIC FORUM and / or CORRESPONDENCE

None

REPORTS

- A. Commissioners – Issues can only be presented, no action may be taken.**
- B. Park Foreman Pavlak**
- C. Recreation Supervisor Thone**
- D. Director Kading**

Commissioners reviewed the reports and had no questions. Director Kading discussed the title closures for the Rydell Environmental Education Center and Westshore Preserves. The conversation easements were finalized and the properties are now in the Town of Menasha possession. Director Kading also shared the excitement about the Trestle Trail project, and the Fox Cities Marathon crossing the trail in September.

E. Bookkeeper Heiting

The City of Menasha jointly with the Town enters into a reciprocity agreement annually. This agreement allows Town residents no additional fees for recreation activities when participating in City activities. **MOTION:** Commissioner John Zaborsky, seconded by Commissioner Glen Allen

to approve the 2005 reciprocity agreement with the City of Menasha. Motion carried unanimously.

The Commission directed staff to research the feasibility of entering into a similar reciprocity agreement with the cities of Neenah and Appleton.

OLD BUSINESS

A. Park Conditions –

Director Kading explained the projects at Fritse Park; along the roadway, and near the waters edge. With this project the park looks more open and has an inviting atmosphere.

Commissioner Holtz stated that with the snow cover, visitors to Butte des Morts Park are driving over the turf and making ruts. Suggestions included placing carstops or boulders along the roadway edge to help visitors find the surface under the snow.

B. Anunson / Winter Subdivision Concept - Parkland Dedication

The Anunson / Winter subdivision was discussed and several option(s) were reviewed by the Park Commissioners. The Commission needed to determine whether they would like land dedicated as a new park, or fees in lieu of land for this newly proposed subdivision. Much discussion ensued. Discussion involved the western location, and/or whether to combine future development west of this subdivision for additional park land dedication. An informal straw poll showed 3 in favor of fees and three (3) in favor of park land dedication. Discussion ensued.

Estimates were given for collecting fees in lieu of land. Much discussion ensued. The existing ordinance was reviewed about acquiring new park land and how the park improvement fees may be disbursed. Another informal straw poll was taken. All votes stood as previously voted.

The developer, Mark Winter had the proposed subdivision plans and an estimate where the park would be. He also indicated where the trail would run along the stream. Discussion ensued about the trail along the stream and the access points off of Irish Road and E. Shady Lane. An informal straw poll showed four (4) in favor of park land as stated in option 2 and two (2) in favor of the fees in lieu of land. MOTION: to approve the park land dedication by Commissioner John Zaborsky, seconded by Commissioner Mike Lynch as stated in "Option 2". Motion carried 5 Yes, 1 No (Holtz).

2. *Accept 4.36 acres of land. Location is the western edge of the property and a partial credit for the trail along creek. Allows for the development of a park in a location that permits the addition of parklands in the future when the owner to the west begins development. This would centrally locate a park within the two developments. By crediting the developer for the trail we will retain ownership of the trail and surrounding property rather than a conservation easement and allow for a reasonable park development. A recommendation might be 3 acres of land and a credit of 1.36 acres for the trail.*

C. Award Commercial 11 foot Mower Quote

The staff along with the Commissioners had a chance to review the quotes and various mower attributes from the suppliers. MOTION: Commissioner John Zaborsky, seconded by Commissioner Herb Horn to approve the quote from Reinders Inc., Elm Grove, Wisconsin for the TORO 4000D which was approved in the 2005 budget, and was quoted at the base price of \$37,051, accessories at \$9,739, or the net price of \$46,790. Motion approved unanimously.

NEW BUSINESS

A. Cell Tower Lease

Discussion ensued about the proposed lease with Unison Site Management. Currently the Town has a lease agreement with Nextel for the existing tower at Palisades Park. Staff was directed not to pursue any further.

B. Fritse Park Steering Committee

Director Kading was asking for volunteers to serve on the Fritse Park Program Development Steering Committee. This committee will assist on the design and needs assessment for this facility and surrounding areas. Commissioner Glen Allen and Commissioner Mike Lynch volunteered for this Committee. They will serve with Director of Park & Recreation Kading, Town Board Supervisor Scott Sauer and Recreation Supervisor Becky Thone. The first meeting will be held: Wednesday, January 26 in the east meeting room of the Community Center, 1000 Valley Road Menasha.

C. Park Commissioner Replacement

The Park Commission was asked to remind any interested candidates to submit their letters of interest to the Town Clerk by February 15th, 2005.

D. Palisades Concession

Competitive quotes were requested from area electrical firms. The concession stand is the Town's property and the electrical modifications are needed for safety purposes. MOTION: Commissioner John Zaborsky, seconded by Commissioner Glen Allen to approve the lowest quote prepared by Cummings Electric for \$345.00. Motion carried unanimously.

Other: Both the Commissioner(s) and staff commented on what a healthy discussion and productive meeting this evening was.

MOTION FOR ADJOURNMENT

MOTION: Commissioner John Zaborsky, seconded by Commissioner Herb Horn to adjourn the Park Commission meeting of January 12, 2005 at 8:55 p.m. Motion carried unanimously.

Sincerely,

Judy R. Holtz
Secretary Park Commission