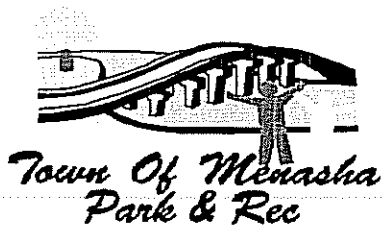


PARK & RECREATION
2000 MUNICIPAL DR.
NEENAH, WI 54956
Telephone (920) 720-7108
Fax (920) 720-7113



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

APRIL 13, 2005

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

Staff Present:

Director Michael T. Kading

Bookkeeper Mary Heiting

Public:	Greg Fulcer	Betty Zaborsky	Kathleen Depies
	Keith Depies	Lyle Hanson, Jr.	Barbara Hanson
	Bernice Gawinski	Pat Schultz	Bruce Strauss
	Cal Tesch	Derrick Hanson	Jenny Van Camp
	Mary Jo Biedermann		

* * * * *

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

The Park Commission dispenses with the reading of, and adopts the February 9, 2005 meeting minutes. MOTION: Commissioner John Zaborsky, seconded by Commissioner Herb Horn to approve. Motion carried unanimously.

The Commissioners reviewed the expenditure list in the amount of \$32,505.10 for this meeting. MOTION: Commissioner Glen Allen, seconded by Commissioner Mike Lynch to approve the expenditures as listed. Motion carried unanimously.

PUBLIC FORUM and / or CORRESPONDENCE

Recognition / Awards

A. Richard J. Gawinski – Years of Service Award

Vice President John A. Zaborsky stood up and presented a plaque to Richard J. Gawinski, Park Commission President. Commissioner Zaborsky congratulated Richard for over 20 years of service to the Town of Menasha and service to the Park Commission. Richard Gawinski's family and friends all congratulated him on receiving this award.

B. Dance Recital presentation

Public forum on any subject brought up by residents – *Issues can only be presented and cannot be responded to by the commission per Wisconsin Statutes*

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. Commissioner Mike Lynch stated that the no trespassing / no motorized vehicles sign has fallen from the CB Nature Park area, and should be re-posted.

Commissioner John Zaborsky explained the process of having a 'Caretaker' at the Rydell home was an issue during the election. He stated that the Town Board reviewed this arrangement before we entered the lease agreement with Therese Freund the Caretaker.

Director Kading shared the status on the Fritse Park Task Force and Steering Committee meetings. Director Kading shared the current development of the Trestle Trail Project. Community First Credit Union is allowing a 0% finance fee load to assist in the construction phase until the project is complete.

Commissioners Glen Allen and Mike Lynch from the Personnel Committee are working together to select a new Recreation Supervisor to replace Becky Thone. Director Kading clarified the hiring process and confirmed the 21 applications received. MOTION: Commissioner Herb Horn, seconded by Commissioner Glen to accept the recommendation of the Personnel Committee to appoint the new Recreation Supervisor. Motion amended by Commissioner Mike Lynch, seconded by Commissioner John Zaborsky to allow Director Kading and the Committee to make a recommendation to the Town Board for acceptance before the next Park Commission meeting in May. Motion as amended was carried unanimously.

OLD BUSINESS

A. Park Conditions – none for this meeting.

NEW BUSINESS

A. Palisades Athletics – Drainage at Palisades

Palisades Athletics members were present to inquire on how to accomplish the task of installing the drainage tile near the baseball fields. Director Kading confirmed that the 'spine' for the detention pond has been installed and the drainage tile may be installed where previously designated. There was a consensus from the Park Commission; that the Town will pay for, and supply a trencher, Palisades Athletics is responsible for the tile and may store the tile at the Municipal Complex garage until such time it will be installed.

Palisades Athletics requested the lawnmower location. They inquired about the project status which would move the slab with shelter updates. This project will be scheduled this fall. If a porta-potty is needed, it will be the responsibility of Palisades Athletics and should be located on a hard surface. It was also verified that the Association will be responsible for field maintenance.

B. Fritse Park Addendum #2 – Graphics Work Feasibility Study

The original contract did not include the renderings and graphic work needed for the feasibility study which was approved in this budget cycle. MOTION: by Commissioner Glen Allen, seconded by Commissioner Clarence Peterson to approve the \$5,000 for the graphic works portion of the feasibility study. Motion carried unanimously.

C. Quotes – Asphalt Trail Maintenance

Director Kading prepared a report of quotes received for a 3-year asphalt trail maintenance agreement. Street Superintendent Gallow feels that the crack seal quote was high, but when comparing each quote on a 'per mile' basis showed the lowest proposal to be Valley Seal Coat. MOTION: by Commissioner Herb Horn, seconded by Commissioner Clarence Peterson to

approve Valley Seal Coat for the 3-year asphalt trail maintenance agreement. Motion carried unanimously.

C. Community Center Redesign Discussion

The Fire Department has a need to expand and in lieu of expanding into the existing Community Center space, Director Kading has worked with the architect to redesign the community center. This affords the Commission the opportunity to design a better facility to meet our current and future needs. The design proposal would provide one main entrance, central restrooms, and better flow throughout the building. Commissioners entertained an idea about a covered walkway to the entrance.

D. Maggie Moo's Ice Cream Sales – Music in the Parks Programs

The Town of Menasha is offering entertainment in the parks on June 16 and July 14th at Schildt Park during the summer. Director Kading met with the representative of "Maggie Moo's Ice Cream Sales". We would like to offer ice cream at our musical events. For this opportunity, Maggie Moo will make a contribution of 20% of the profits to the "Friends of the Parks" fund. MOTION: by Commissioner Clarence Peterson, seconded by Commissioner Mike Lynch to approve Maggie Moo's for the above mentioned entertainment dates. Motion carried unanimously.

E. Discussion to acquire railroad property across from Fritse Park

Canadian National Railroad has an abandoned right of way parcel across from Fritse Park that may aid in the redevelopment of this area. Director Kading has approached the railroad company with an idea of acquiring the shaded portion on the map attachment. This property would be used in conjunction with the county property for over-flow parking. With the commission's permission, and through a stewardship grant we could acquire this parcel. The Commissioners discussed the approval of authorizing the acquisition of this property with park and open space funds. MOTION: Commissioner Glen Allen, seconded by Commissioner Mike Lynch to approve the acquisition of this property with the park and open space money.

F. Park Tour Dates

The focus will be on new park lands acquired recently. The west side park tour is scheduled for May 25th starting at 6:00 p.m. at the Rydell property at 937 N. Lake Street, Neenah. The Park Commission meeting will take place first and a tour to follow.

The second tour date of June 8 will cover the east side and will start at 6:00 p.m. at the Community Center.

ANNOUNCEMENTS BY COMMISSIONERS:

Commissioner John A. Zaborsky announced his plans to resign from the Park Commission. He will continue to serve until this summer to aid in the smooth transition until a replacement can be found. Because of Commissioner Zaborsky's election to Town Supervisor #4, legal council thought it would be best interests if he step down. Director Kading thanked John A. Zaborsky for his many years of service and stated that this will continue park representation at the Town Board level.

MOTION FOR ADJOURNMENT MOTION: Commissioner Herb Horn, seconded by Commissioner Judy Holtz to adjourn the Park Commission meeting of April 11, 2005 at 9:00 p.m. Motion carried unanimously.

Sincerely, Judy R. Holtz Secretary Park Commission

April 13, 2005 Park and Recreation Commission Minutes