



# Town of Menasha Parks & Recreation Department

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Office Hours: (M-F) 8am-4:30pm

## PARK COMMISSION MEETING MINUTES

August 22, 2007

**Park Commissioners Present:** Michael Dillon, Clarence Peterson, Debbie Swiertz, Mike Lynch, Gerald Voigt, Judy Holtz

**Staff Present:** Director Michael Kading

**Guests Present:** Melvin Schultz, Barb Knaack, Dennis Aerts Jr., Brian Schalk, David and Sherry Wall

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The Commission meeting was held at the *Community Center, 1000 Valley Road*, and was called to order by President Lynch at 6:30 p.m. The Pledge of Allegiance was recited and roll call was taken.

### APPROVAL OF MINUTES AND EXPENDITURES

The Park Commission dispenses with the reading of, and adopts the August 8, 2007 regular meeting minutes. Commissioner Dillon motioned to amend the minutes as written, seconded by Commissioner Swiertz. Commissioner Peterson motioned, seconded by Commissioner Voigt. Motioned carried unanimously.

The Commissioners reviewed the expenditure list from August 22 in the amount of \$10,275.41 for this meeting. Commissioner Swiertz motioned, seconded by Commissioner Peterson to approve the expenditures as listed. Motion carried unanimously.

### REPORTS

**Commissioners – Issues can only be presented, no action may be taken.**

- Procedures for Park Commission member replacement were discussed.
- Commissioner Holtz and Commissioner Peterson acknowledged that they like what they are seeing at Butte des Morts Park.
- President Lynch initiated discussion about the clean up project at CB Park

### DISCUSSION

Fritse Park previous cost estimates and project plans were reviewed with a priority list being generated. The Commission requested Director Kading to agendize the Fritse Park issues for the next meeting.

### OLD BUSINESS

### NEW BUSINESS

- Commissioner Dillon motioned, seconded by Commissioner Voigt to authorize director Kading to conduct research to determine ownership and financial burden of High Plains Meadow Land. Motion carried unanimously.
- Commissioner Voigt motioned, seconded by Commissioner Holtz to accept staff recommendation to purchase trees as follows: Friendship Trail – Shade Today in the amount of \$2,985 and Wolfrath’s in the amount of \$414 for a total of \$3,399 (Town-\$470, private donations-\$2,929); Misc Trails – Vande Hey in the amount of \$943.50 (Town-\$577.50 and Utility-\$360); Gas Station @Cold Spring/Nennig – Wolfrath’s in the amount of \$467.65 (all private funds); Misc Parks – Shade Today in the amount of \$1,516 (all Town expense). Motion carried unanimously.
- Commissioner Swiertz motioned, seconded by Commissioner Peterson to accept the quote from Maloney Asphalt in the amount not to exceed \$12,875.00 for asphalt installation work at OHN, OHS, Palisades and Strohmeier Parks.

- D. Commissioner Voigt motioned, seconded by Commissioner Peterson to accept the quote as presented from Fahrner Asphalt to complete crack fill work at OHN in the amount not to exceed \$1,250, and complete quoted work in its entirety at Palisades in the amount not to exceed \$1,439. Motion carried unanimously.
- E. Commissioner Voigt motioned, seconded by Commissioner Dillon to not mow the property at CB Park. Motion carried unanimously.

**CORRESPONDENCE**

No correspondence to review.

**ADJOURNMENT**

Commissioner Voigt motioned seconded by Commissioner Peterson to adjourn the Park Commission meeting of August 22, 2007 at 8:12 p.m. Motion carried unanimously.

***The next regular Commission meeting will be at the Community Center on September 12, 2007 at 6:30pm.***

Sincerely,

Judy Holtz  
Park Commission Secretary