



Town of Menasha Parks & Recreation Department

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

PARK COMMISSION MEETING MINUTES

September 26, 2007

Park Commissioners Present: Michael Dillon, Clarence Peterson, Debbie Swiertz, Mike Lynch, Gerald Voigt, Judy Holtz, Mike Campbell (arrived @ 7:50)

Staff Present: Director Michael Kading and Town Administrator Jeff Sturgell

Guests Present: Barb Knaack

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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 7:00 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 September 12, 2007 regular meeting minutes. Commissioner Peterson motioned to accept the minutes as written, seconded by Commissioner Voigt. Motion carried unanimously.

The Commissioners reviewed the expenditure list from September 26 in the amount of \$15,056.67 for this meeting. Commissioner Peterson motioned, seconded by Commissioner Voigt to approve the expenditures as listed. Original motion to approve the expenditures was withdrawn by Commissioners Peterson and Voigt. Secretary Holtz motioned to approve the expenditures in the amount of \$4,765.89 seconded by Commissioner Peterson to approve. Motion carried unanimously. The Commission requested that Director Kading provide additional information pertaining to the \$10,290.78 in special processed checks.

PUBLIC FORUM – Issues can only be presented, no action may be taken.

- Barb Knaack initiated discussion regarding boat launch at Fritse Park. She indicated that her trailer had gotten stuck in the North launch and requested a review of the site.

FRITSE PARK DISCUSSION

Director Kading distributed a spreadsheet with a “Revised Possibility” column added with potential future costs. The commission feels at this time that this “Revised Possibility” is the most realistic option.

REPORTS

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

- Commissioner Swiertz was contacted by an individual about the mowing that has occurred in the back portion of Wittmann Park. Director Kading confirmed that the area has been mowed and can be maintained as such. Commissioner Swiertz went on to indicate that garbage can be an issue during the soccer season.
- Secretary Holtz commented on the progress at Butte des Morts Park
- President Lynch indicated that he was contacted regarding the location of the port-a-potties at Fritse Park. Director Kading said that they have been placed closer to the road for security reasons. President Lynch alerted the commission to the fact that garbage is being dumped at the end of Allison Road. What can be done/clean up?
- Commissioner Campbell questioned the missing links along W. American. Director Kading and Administrator Sturgell indicated that this would be a 2008 project.

- B. Director** – The Director’s report was reviewed regarding the status of the Schildt Pond Renovation Project. Commissioner Dillon requested cost breakdowns for the plants.

OLD BUSINESS

- A. Urban Forestry Recommendation – the interview team of Commissioners Peterson, Voigt and Campbell reviewed the process. Commissioner Dillon motioned to hire Schillers Tree Service to complete the risk tree removal for the Town of Menasha-Park and Recreation Department. Commissioner Campbell seconded. Motion carried unanimously.
- B. Park Commission Officers and Responsibilities – after a brief discussion the commission tabled this topic to the October 10, 2007 meeting.

NEW BUSINESS

- A. Palisades Park Shelter Door Quotes– postpone to October 10, 2007 meeting.
- B. Park and Rec. Department “Quality” Rating System – after a presentation by Commissioner Dillon and discussion this topic was tabled to the October 10, 2007 meeting.

CORRESPONDENCE

Correspondence was reviewed.

ADJOURNMENT

Commissioner Swiertz motioned seconded by Commissioner Voigt to adjourn the Park Commission meeting of September 26, 2007 at 9:00 p.m. Motion carried unanimously.

The next regular Commission meeting will be at the Community Center on October 10, 2007 at 7:00pm.

Sincerely,

Judy Holtz
Park Commission Secretary