

**Town of Menasha Board of Supervisors Special Meeting
Municipal Complex - Assembly Room - Monday, October 20, 2008**

Minutes

1. CALL TO ORDER

Town Chair Arden Tews called the special meeting to order at 5:00 p.m. For the record, Clerk Backman took roll call and present were Chairman Tews, Supervisors Hanson, Ziegler, and Youngquist. (Supervisor Gerhart arrived @ 5:12 pm). Clerk Backman, Administrator Sturgell, Dir. of Finance Piergrossi, Community Dev. Dir. Dearborn, Park & Rec. Director Kading, Park Comm. Michael Dillon, Admin. Asst. Burrill, Barb Knaack, Kate McQuillan, Clarence Peterson, Mike Lynch, Jay Schroeder, Dale McNamee, and Mike Campbell.

2. MOTIONS BY SUPERVISORS

At 5:04 p.m., MOTION: Ziegler /Hanson to convene into closed session pursuant to WI Stats. 19.85(1)(e) for the purpose of negotiating a solid waste contract which will begin on January 1, 2009. On roll call vote, motion carried 4-0 to go into closed session.

Present were Chairman Tews, Supervisors Hanson, Ziegler and Youngquist, Administrator Sturgell, Finance Director Piergrossi, Clerk Backman. Supervisor Gerhart arrived at 5:12 pm during the session.

The 2008 Solid Waste Proposals received were discussed as well as options.

MOTION: Ziegler/Gerhart at 6:38 p.m. to reconvene into open session. Motion carried unanimously.

3. FRITSE PARK BUDGET DISCUSSION

Park & Rec. Director Kading began the discussion along with other Park Commission members who were present. He described the three phases of the Fritse Park project which began in 2004. An archeological study was completed, Chapter 30 completed, and application of a stewardship grant. In 2009, would complete the design, bid the project, and begin construction as described by Park Director Kading: (Attached)

Phase 1 proposed: 1) Boat launch; 2) Seawall; 3) Trestle trail (ADA accessible); 4) Entry/Roadway/Parking lot (excavate & gravel); 5) General items: site prep., storm mgmt., other site amenities.

Phase 2 proposed: 1) Comfort Station; 2) Entry/Roadway/Parking Lot (asphalt); 3) Play equipment; 4) General.

Phase 3 proposed: 1) Remove house on property; 2) Pond restoration; 3) Shelter/gazebo (no restroom); 4) Picnic area; 5) Nature trail.

There is a proposed timeframe for completion of all Phases by the end of 2011.

Board members discussed several items. Supervisor Ziegler questioned the comfort station containing restroom facilities on two levels and feels one facility would be more cost effective. He asked about a grant available, however Director Kading stated the 2006 grant application was denied however, the 2007 grant has been awarded in the amount of \$149,000.

Supervisor Ziegler felt a seawall was needed and was important. Chairman Tews did not feel the need for a fish cleaning station and gave reasons. He reiterated the need for restroom facilities at the park, citing consideration for the children, and expressed his hope to have one there next summer. With a cost of \$464,000 (Phase 2) in the budget for a comfort station, Chairman Tews and other members felt this was too expensive and would like a basic structure with a pavilion, a restroom on one level, and an improved parking lot.

The entrance to Fritse Park was discussed. Director Kading described the need for more visibility as vehicles enter the park and immediately must cross the trail citing safety hazards for the driver and pedestrians. One suggestion was to create an additional entrance into the park; however Director Kading suggested closing off the current entrance and having just one park entrance near the existing Rydel entrance. This would allow for the trail/access road at a clear intersection.

Chairman Tews stated the budget amount for Fritse Park is \$800,000 (without restroom) but felt it may be hard to sell to the residents; though he thought it may get into the 2009/2010 budget. Supervisor Ziegler suggested the Board go back to the drawing board, and re-review the project putting the restroom back in.

After comments from the Board and Plan Commissioners, Director Kading stated so much time and effort has been spent on Phase 1 already. He asked that decisions be made on formalizing the park's use. He wants to see the park entrance back to one, and a decision on the direction the Park Department should take; whether

it is to work on the Rydel property, or the Friste Park/Trail project. Supervisor Youngquist stated he does not want to borrow the \$800,000 at this time for the project.

Supervisor Gerhart's opinion was to install the new seawall, have a basic comfort station, and adapt more later on when economic times are better for the Town. However, Director Kading stated the grant money must match \$300,000 and be used for nature-based items such as a boat wash station (helps the environment).

Site preparation/restoration and storm water management costs were discussed, and Chairman Tews doesn't agree with the \$600,000 cost. Board members then asked Park Director Kading for more details on some different options and ways to proceed. Discussed was more funding into the Capital Projects account which Finance Director Piergrossi stated would require a 4/5 vote by the Board members.

Residents commented on the Fritse project who felt longer delays will only increase project costs; do it the right way and all at once, not only half-way. One resident felt the Park Director was given unreasonable goals that are unachievable citing costs projected at well over \$1.3 million for Phase 1.

After discussion, Board members came to consensus on whether to leave the \$800,000 in the budget. Consensus was 3-2 to leave in.

CB Park was discussed. The southwest corner of the property contains a storage building which it was suggested be renovated rather than relocated and rebuilt, because it would be unaffordable. The Park Commission proposes the building be removed because it is now an eyesore in the park. Residents agree. The Park Commission eventually would like to see a memorial site where the storage building now sits.

4. BUDGET WORKSHOP DISCUSSION

Fire Chief Kiesow was present to answer questions relative to the data entry clerk who works part-time at the Fire Station. Clerk duties were explained. Board members inquired about reducing the total number of hours in the budget for a year. Chief Kiesow stated the hours had been reviewed and already reduced but would look at it again. After discussion, the Board proposed reducing the hours from 300 to 150 hours/year. All agreed. Finance Director Piergrossi noted it would decrease this budget by \$1,429.

Street Superintendent Gallow answered questions about the renovation of the Town's storage building across the street on CTH CB which is used for record and other storage by several of the Town's departments due to lack of (storage) at the Municipal Complex. Supt. Gallow also presented five options along with pricing (included) from *Metcon Building Systems* to repair the existing building or erect a new steel building. Supervisor Youngquist asked whether there was room to place a new building on Town property this side of CTH CB, which Street Supt. Gallow thought may be possible. Suggested was building a larger facility with cold storage for around approximately \$250,000. Staff discussed spending that much money for record storage. Chief Kiesow suggested placing the building where it makes sense, and form a committee to determine our needs. Chairman Tews suggested the building could remain for another year and look at this at a later date. Supervisor Ziegler then asked whether to give the Street Department \$2000 from the general fund, rather than the previous amount budgeted, just to get started.

Next, the joint Midway Road project with the City of Menasha was discussed. Staff had met with Public Works Dir. Mark Ratdke and asked if the Town goes forward with doing the right-of-way and design, would construction in 2010 be acceptable with them. The Town Board agreed with moving the project back and Street Supt. Gallow agreed Spring of 2010 was reasonable due to the amount of work to be done before construction can begin. Supervisor Youngquist disagreed and requested the project be put back in the budget so it's not delayed and shows our good intentions. Chairman Tews noted \$40,000 was already budgeted. He asked that it be moved to the 2010 budget. Most Board members agreed.

5. MOTIONS BY SUPERVISORS

6. ADJOURN

At 9:30 p.m., MOTION: Ziegler/Hanson to adjourn. Motion carried unanimously.

Respectfully submitted,

Karen Backman, Town Clerk