



Town of Menasha Parks & Recreation Department

2000 Municipal Drive
Neenah, WI 54956

Phone: (920) 720-7108 / Fax: (920) 720-7113
Office Hours: (M-F) 8am-4:30pm

PARK COMMISSION MEETING MINUTES

February 11, 2009

Park Commissioners Present: Michael Dillon, Clarence Peterson, Mike Lynch, Michael Campbell, Debbie Swiertz, Gerald Voigt

Excused Absence: Judy Holtz

Staff Present: Director Michael Kading, Recreation Supervisor Amanda Geiser

Guests Present: Dale McNamee, Steven Otto, Will Otto, Greg Ziegler, Barbara Hanson

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The Commission meeting was held at the *Municipal Complex, 2000 Municipal Drive*, and was called to order by Chairman Dillon 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 January 14, 2009 regular meeting minutes. Commissioner Voigt motioned to accept the minutes as written, seconded by Commissioner Campbell. Motion carried unanimously.

The Commissioners reviewed the expenditure list from February 11, 2009 in the amount of \$19,832.72 for this meeting. Commissioner Lynch motioned, seconded by Commissioner Voigt to approve the expenditures as listed. Motion carried unanimously.

PUBLIC FORUM

None

REPORTS

A. Commission

- Commissioner Voigt expressed concern about people dumping garbage along the Friendship Trail. It was suggested that a blanket letter should be sent to neighbors of the trail.
- Commissioner Voigt brought photos from our Breakfast with Santa event to share with those present.

B. Recreation – Report was reviewed and accepted as written. Commissioner Lynch motioned, seconded by Commissioner Swiertz to approve the Financial Assistance request. Motion carried unanimously.

C. Parks – Park Foreman’s report was reviewed and accepted as written.

D. Director – The Director’s report was reviewed and accepted as written.

OLD BUSINESS

None

NEW BUSINESS

A. Fritse Park Revisions: Commissioner Campbell motioned, seconded by Commissioner Lynch to approve and recommend the plan as presented. Motion carried unanimously. Commission members seemed to favor the overall plan and cost. Supervisor Ziegler expressed concern about the restroom facility.

B. O’Hauser South Pavilion Renovation-Proposal Gries Architectural Group: Commissioner Voigt motioned, seconded by Commissioner Swiertz to accept the proposal in the amount not to

exceed \$4,500 from Gries Architectural Group to provide architectural services for the O'Hauser South renovations. Motion carried unanimously.

- C. **Accept 1-ton truck bids:** Commissioner Lynch motioned, seconded by Commissioner Voigt to accept the bid from Holz Motors for a 1-ton cab/chassis in the amount of \$22,149 and accept the trade-in value of \$4,200 for the 1996 Chevrolet 1-ton cab and chassis. Motion carried unanimously.
- D. **Accept 1-ton truck accessories quote:** Commissioner Peterson motioned, seconded by Commissioner Campbell to accept the quote from Casper Truck Equipment in the amount not to exceed \$14,200 for a landscape dump box, lift gate, warning lights, frame mounted tool box and inverter. Motion carried unanimously.

DISCUSSION/PRESENTATIONS

- A. **CB Park Priorities:** Discussion regarding CB Park has been postponed to the March 11, 2009 Park Commission meeting.
- B. **New Commission Member Appointments:** a written proposal for this process for the next meeting.
- C. **Town Administrator Feedback/Input:** Discussion was postponed to the March 11, 2009 Park Commission meeting.

Commission Effective Workshop Phase II – *facilitated by Dale McNamee*

Results from the Myers/Briggs survey were distributed. Mr. McNamee indicated that there is diversity within the commission. During his next session, he will lead the commission through ways to utilize everyone's talents.

CORRESPONDENCE

Reviewed

ADJOURNMENT

Commissioner Voigt motioned, seconded by Commissioner Swiertz to adjourn the Park Commission meeting of February 11, 2009 at 8:16pm. Motion carried unanimously.

The next regular Commission meeting will be at the Community Center on March 11, 2009 at 6:30pm.

Sincerely,

Michael J. Dillon
Chairman - Town of Menasha Park Commission