

Town of Menasha Parks & Recreation Department

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

PARK COMMISSION MEETING MINUTES

July 22, 2009

Park Commissioners Present: Mike Lynch, Clarence Peterson, Debbie Swiertz, Gerald Voigt, Michael Dillon, LuAnne Adank, Randy Meyer
Staff Present: Director Michael Kading

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The Commission meeting was held at the *Wittmann Park Pavilion, 920 Airport Rd*, and was called to order by Commissioner Voigt 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 July 8, 2009 regular meeting minutes. Commissioner Dillon motioned to accept the minutes as written, seconded by Commissioner Swiertz. Motion carried unanimously.

The Commissioners reviewed the expenditure list from July 22, 2009 in the amount of \$5,303.63 for this meeting. Commissioner Dillon motioned, seconded by Commissioner Meyer to approve the expenditures as listed. Motion carried unanimously.

PUBLIC FORUM

DISCUSSION/PRESENTATIONS

A. Fritse Park: Boat Launch Fees

- Commissioner Lynch motioned, seconded by Commissioner Peterson to adopt the fee schedule following the City of Menasha's structure. Motion was withdrawn.
- Commissioner Lynch motioned, seconded by Commissioner Adank to investigate the cost, administration of, and procedures pertaining to boat launch fees for the first meeting in September. Motion carried.

REPORTS

A. Commission

- Commissioner Swiertz motioned, seconded by Commissioner Adank to begin soliciting name suggestions for CB Park. Motion carried.
- Commission Chair Voigt:
 - ✓ Fritse Park will be discussed at the July 27 Town Board Meeting; encourages Commission attendance at this meeting; tentative timeframe is bid let August 4 & 11, bid opening August 18, bid award August 24, start date September 8
 - ✓ Friends of the Park questioned whether it is time to re-engage. Commission advised Commission Chair Voigt to host a meeting.
- Commissioner Swiertz:
 - ✓ Noted that Town of Menasha Garden Club meets every third Tuesday of the month at 6:30pm.
 - ✓ Questioned hand sanitizers in the park pavilion restrooms
 - ✓ Garden Club would like to host a Halloween event at CB Park. What approval, if necessary, does the Commission require? Commission advised Garden Club to bring back a specific plan and to have Director Kading agendaize for next meeting.

- Commissioner Lynch questioned berm installation, tree planting, and field mowing at CB Park. Director Kading responded that no berm will be installed, tree planting will take place Saturday, September 19 and mowing will be done once - either late this fall or early next spring.
- Commissioner Dillon @ revised proposed budget, Dale McNamee info-effectiveness and correspondence with Town Board with followup
- Commissioner Meyer asked who is responsible for dead trees along Friendship Trail. Director Kading indicated that the Town is responsible and that they will be pulled prior to the scheduled September 19 tree planting event.
- Commissioner Adank noted and thanked the fire/police depts for their quick response to Schildt Park fire

OLD BUSINESS

None

NEW BUSINESS

- A. **Quality Rating System Input** - for Wittmann Park. Please see attached summary.
- B. **Park and Recreation Commission Code of Conduct**

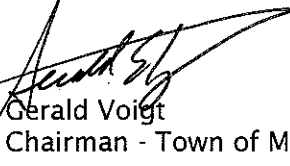
CORRESPONDENCE

ADJOURNMENT

Commissioner Dillon motioned, seconded by Commissioner Adank to adjourn the Park Commission meeting of July 22, 2009 at 7:52pm. Motion carried unanimously.

The next regular Commission meeting will be at the Municipal Complex on August 12, 2009 at 6:30pm.

Sincerely,



Gerald Voigt
Chairman - Town of Menasha Park Commission