

TOWN OF CLAYTON

Green Space Committee

Meeting Minutes

5:30 P.M. on Wednesday, June 10, 2020

Municipal Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order:

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

Green Space Committee Members

Committee Chair Prusik	PRESENT
Committee Member Geise	PRESENT
Committee Member Owensby	EXCUSED
Committee Member Dorow	PRESENT
Committee Member Stachowiak	PRESENT
Committee Member Kraft	EXCUSED
Board Representative Grundman	PRESENT

Town Staff:

Administrator Straw	PRESENT
Clerk Stevens	PRESENT

II. Public Hearings:

- A. No Public Hearings.

III. Approval of Minutes:

- A. Regular Green Space Committee Meeting – Wednesday, May 13, 2020

MOTION

Motion by Committee Member Geise

Second by Committee Member Dorow

Motion to approve the Wednesday, May 13, 2020 Green Space Committee Meeting Minutes as presented

Motion carried by unanimous voice vote

IV. Open Forum; Town-related Matters not on the Green Space Committee Agenda:

- NO Requests

V. Correspondence:

- A. Distribution of correspondence from Suburban Athletics Inc.

Administrator Straw informed the Committee that due to Covid-19, the regular Suburban Athletics ball seasons have been cancelled. She said the club is taking the opportunity to

perform maintenance at the fields, including, if possible, some bleacher maintenance. She noted that 4 of the 6 dug-out benches at Clayton Park also need to be repaired.

The Committee requested a budget update for the next meeting so they could consider performing some of the needed work which will not be completed by Suburban Athletics.

VI. Business:

A. Discussion/Recommendation: Review of the Public Works Department Summer projects in the Town's parks and on the Town's Trails.

1. Picnic Tables at Clayton Park and Trailhead Park – date of planned replacements

Administrator Straw reported that as discussed at the May 2020 meeting, she had emailed the company through which the Town ordered the recycled plastic for the picnic tables. Included with the email were photos of the tables. Administrator Straw had not heard back from the company as of the meeting.

Administrator Straw noted that due to the additional cost of the extra brackets to reinforce the product, she researched other alternatives for replacing the remainder of the picnic tables and provided the Committee Members with information relating to alternative products. She also noted that she had spoken with the Public Works Department who feel the aluminum frames that were ordered will work fine, only the surfacing material is deficient. Another option for the Committee Members to consider is the use of wood seating and table tops, however, the wood would have to be stained or painted periodically to extend the life of the tables. Ideally, Administrator Straw said she would like to minimize the maintenance while providing a solid product.

Committee Member Grundman stated she did not want to see any more money spent until the vendor has been contacted and the issues are resolved.

Administrator Straw said the seats for the tables are now fine because they have been reinforced with additional metal bracing, but she would like to see an alternative more rigid product used for the table tops. Committee Members Grundman and Geise stated they did not want any more money or time spent on the tables until a response is received from the vendor. They noted the vendor should stand by their product.

Committee Member Dorow asked what the original date of receipt. Administrator Straw noted that the frames and the surfacing were purchased through two different vendors. She said she was unsure of the exact date, but it was sometime in December or January. She said she could research and provide the information at the next meeting.

Chair Prusik agreed that no additional funds should be spent until the vendor has been contacted. She said she would like to assist Administrator Straw by contacting the vendor as the Committee Chair to attempt to get some resolution. She requested a meeting with Administrator Straw to review all the communications with the vendor prior to and throughout the purchase and construction process so that she has all the facts prior to calling.

The Committee determined that for safety reasons, the four tables should be pulled from the park until repairs or replacements can be made.

Committee Member Geise noted that she had called one of the vendors to ask questions about the thermoplastic tables. She was told the product is extremely durable and even if someone used a knife to cut through the thermoplastic coating it would not significantly impact the product. She said a coat of Rustoleum to protect the metal underneath is all that is needed on a compromised area. She also noted that those tables are one of the best products we could get. Clerk Stevens noted that the benches she purchased as memorial benches along the trails are made of the thermoplastic. She suggested the Committee Members view those to assess the durability of the product.

NO ACTION TAKEN

2. Larsen-Winchester Lions Club Legacy Project at Trail Head Park update.

Administrator Straw reported the Department of Public Works (DPW) has been in contact with Gerry Arens from the Larsen-Winchester Lion's Club regarding the project. Due to the DPW work load, the drainage work for Trail Head Park is likely not to be completed until this fall. Once the drainage work is complete, the DPW will begin working on the base for the Basketball Court. The intent is to complete this work in the fall and then finalize the project in the Spring 2021. Administrator Straw noted that once the base of the court is established, the locations for the security cameras can be determined and that work will commence as well.

Chair Prusik requested Administrator Straw keep the Committee apprised of the DPW projects status.

Administrator Straw also noted that there is a DPW employee dedicated to maintaining mowing of the parks and cemeteries as well as weed spraying. Additionally, regular trail maintenance is also being performed.

NO ACTION TAKEN

VII. Upcoming Meeting Attendance: No Upcoming Meetings Noted

VIII. Adjournment

Chair Prusik reviewed the items for the next agenda to include the Budget Update, Picnic Table Update, Bleacher Update, and the DPW Projects Status update.

MOTION

Motion by Committee Member Grundman

Second by Committee Member Dorow

Motion to adjourn at 6:13 p.m.

Motion carried by unanimous voice vote

Respectfully submitted,
Holly Stevens, Clerk