

TOWN OF CLAYTON

Green Space Committee

Meeting Minutes

5:30 P.M. on Wednesday, August 12, 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	PRESENT
Committee Member Dorow	EXCUSED
Committee Member Stachowiak	PRESENT
Committee Member Kraft	PRESENT
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, July 8th, 2020.

MOTION:

Motion by Committee Member Grundman

Second by Committee Member Geise

Motion to approve the Green Space Committee Meeting minutes from July 8, 2020 as presented

Motion carried

IV. Open Forum; Town-related Matters not on the Green Space Committee Agenda: NONE

V. Correspondence: None

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 – Chair Prusik Update.
2. Budget Review of Parks and Trail budget.

3. Review the Pricing of the dugout benches for replacement.

The Committee reviewed copies of the Parks and Trail Budget Balances for July 2020, and copies of the pricing sheets for the thermoplastic coated picnic tables and park benches.

As the Green Space Committee moves forward with the replacement of the picnic tables, Administrator Straw reminded them of the suggestion to look into placing a few park benches around the exterior of the pavilion for those people that prefer not to sit at a picnic table or are physically limited to do so.

Administrator Straw provided the cost for the replacement of the dugout benches completed in CY 2019. The Aluminum Seat Benches were \$1614.67 for both benches or \$807.34 each. The existing dugout benches and they are 8' long. The 8' long, in-ground mounted thermoplastic coated park benches are \$462 each (plus shipping and handling). Belson Outdoors also carries an aluminum players bench with backrests for \$400 each (plus shipping and handling).

Administrator Straw reported that this fall the Public Works Department will be finishing the drainage project for Trailhead Park and also looking to build the base for the proposed basketball court. The small pavilion will also need a concrete base so the cover can be properly anchored.

Administrator Straw requested the Green Space Committee provide a “wish” list of what the Committee would like to accomplish in CY 2021, noting the Budget Workshops are typically scheduled for September of each year and staff is working on preparing for the first workshop at this time.

- Chair Prusik reported she has been working with the vendor from which the composite planking was ordered, however, because the frames were not ordered from them, and because the planks have been cut and drilled through, they determined the issues we are having were not caused by a deficiency in their product. Chair Prusik also reported that as a good faith action, the CEO of the company offered another picnic table product to the Town at a discounted price. She noted that this offer was valid for this year only and after January 1st, the price would be increasing.
- Chair Prusik noted she was of the opinion the Committee should cut their losses and move on rather than investing additional cost into these tables. She suggested the drooping ends be cut off to make standard six-foot tables which could then be placed at Trail Head Park and Olsons' Rest where they won't take as much abuse.
- Administrator Straw said she would suggest to flip the table top boards to eliminate the bowing.
- Committee Member Stachowiak suggested considering some sort of simple repair to provide extra support so that the tables don't become a total loss. She suggested adding wood supports or something under the tabletop to straighten them out.
- Administrator Straw said she would discuss the matter with the Public Works Department.
- Chair Prusik requested input from the Committee regarding the table quote received from the Park Company.
- Committee Member Geise asked if the material was as strong as the tables they had reviewed last month. Also, could they be repaired in the same way if damage is done.

- Chair Prusik confirmed they were and noted that it is extremely durable material which would take a significant effort to damage—they hold up well to normal wear and tear.
- The Committee considered the placement of some benches around the pavilion to offer an alternative seating option to picnic tables. It was decided the decision about picnic tables should be postponed until the Committee can view the site again to determine the best approach to tables and benches. The Committee directed Administrator Straw to schedule the next Green Space Meeting at Clayton Park.
- The Committee discussed the replacement of the dugout benches which are in disrepair at two of the three ball fields at Clayton Park.
- Administrator Straw explained one set has already been replaced. She said the seats and backs were wood which was replaced with aluminum after the leg supports had been sand blasted and powder coated.
- The Committee reviewed the cost of the benches provided and determined funding was available for the replacements up to \$800 each.
- Clerk Stevens commented that she thought the benches were 16 feet long. She explained that a baseball team generally has at least 11 players who would not all fit on an 8-foot bench.
- Administrator Straw said she would confirm the size of the benches
- Chair Prusik said she would look into pricing for longer benches for consideration.
- Administrator Straw made the recommendation the Committee make a motion with a price cap so that if the pricing came in under the cap, she could get the benches ordered as soon as possible.

MOTION:

Motion by Committee Member Kraft

Second by Committee Member Geise

Motion to recommend to the Town Board, the purchase of four dugout benches for Clayton Park at a cost not-to-exceed \$800 each.

Motion carried by unanimous voice

- Administrator Straw requested a list of items the Committee would like to accomplish in 2021 for implementation into the budgeting process
- The Committee requested continued replacement of picnic tables and the addition of benches; drainage work at Clayton Park to remedy the water issues; and consideration of installation of a multi-purpose court in the area which is now defined as the soccer field and is under-utilized.

VII. Upcoming Meeting Attendance: None

VIII. Adjournment

MOTION:

Motion by unanimous consent to adjourn at 6:39 p.m.

Respectfully submitted,
Holly Stevens, Clerk