

TOWN OF CLAYTON

Green Space Committee

Meeting Minutes

5:30 P.M. on Wednesday, December 2, 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	PRESENT
Board Representative Grundman	PRESENT

Town Staff:

Administrator Straw	PRESENT
Clerk Stevens	PRESENT

II. Public Hearings: NONE

I. Approval of Minutes:

- A. Regular Green Space Committee Meeting – Wednesday, November 11, 2020.

MOTION:

Motion by Committee Member Geise

Second by Committee Member Dorow

Motion to approve the Green Space Committee Meeting minutes from November 11, 2020 as presented

Motion carried

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

III. Correspondence: NONE

IV. Business:

- A. Discussion/Recommendation: Green Space review of the remaining Park and Trail Budgets:

- i. Inventory of Dugout Benches, Picnic Tables, and sitting benches purchased in CY 2020.

Administrator Straw reported the Benches and Picnic Tables have been ordered and received with the inventory of purchases are as follows:

- 4 Dugout Benches for the remaining two baseball diamonds at Clayton Park
- 2 – ADA 8 Ft. Picnic Tables for the Clayton Park Pavilion
- 4 – 6 Ft. Picnic Tables for the Clayton Park Pavilion
- 3 – 6 Ft. Park Benches for Clayton Park to be placed by the playground and/or around the Pavilion (GS Committee to decide where to place the benches)
- 3- 6 Ft. Park Benches for Trail Head Park to be placed by the playground and/or around the basketball court or save for use with potential dog park

Administrator Straw reported the Lions Club had reached out to inform the Town they are collecting “stretchable” plastics. For every 500 pounds collected, they will receive a park bench which they intend to donate to the Town. The Committee requested staff reach out to the club to ask permission to publicize the collection.

Administrator Straw also reported the Trail Head Park bathrooms needed two new light fixtures with the motion sensors which have been delivered and will be installed as soon as possible. The budget summary reflects the cost of the fixtures.

The PW Department has finished the Town’s portion of the Basketball Court (Legacy Project) and the budget reflects the added expense for the base course of the court.

The Friendship Trail has been graded, widened, and screenings added. The invoices for that project have not been received.

The completion of the discussed projects depleted the remainder of the 2020 budgeted funds.

B. Discussion/Recommendation: Green Space review and recommendation on Clayton Park, Trail head Park, and Friendship Trail projects for CY 2021:

- i. Pickle Ball
- ii. Disc Golf
- iii. Dog Park
- iv. Ice Skating Rink
- v. Historical Information signage along Friendship Trail
- vi. Maintenance Stations along Friendship Trail

The Committee reviewed information regarding the listed proposed projects as well as an estimated cost for a Deep Fryer Area at Clayton Park. (Brick \$405.35 which does not include labor or ¾” crusher fine for the base of the area.

Pickle Ball: A regulation pickle ball court playing area is 20’ x 44’ with the total recommended size of each court with overruns is 30’ x 60’. One pickle ball court would fit on the basketball court as a dual use. Given that the basketball court will cost the Town nothing more than what has been spent, the Committee could recommend that the Town also layout a pickle ball court on the foundation. The cost would be minimal for the paint

and the stencil (\$250.00 - \$300.00) and approximately \$150.00 - \$200.00 for a portable net.

The Committee discussed general considerations for the project including providing a net, providing gear, access to gear if offered, storage of equipment if offered, damage policies, etc. It was determined the pickle ball court idea should be developed considering the minimal costs involved, but no personal equipment should be offered.

Disc Golf: There are approximately 12 acres of wooded area and 2 acres of clear space located at Clayton Park which could be used for a Disc Golf Course. It was decided to have a course that will be useable for all levels of play, the course should be designed by someone that has experience designing courses. The Committee discussed the area needed for a full course of 18 holes. It is estimated 1-2 acres are needed per hole. With approximately 14 acres available it is advisable to start with a 9-hole course. The cost of building the course would most likely be the majority of the expense. The Committee discussed contacting other parks and recreation departments to find an experienced course designer for an initial consult.

Dog Park: There is approximately 2.2 acres of usable property available at Trail Head Park for a dog park. The friendliest dog parks have two areas – one area designated for large dogs and one area designated for small dogs. Special two-stage entrances are required to prevent pet owners and their pets from getting separated while entering the park. It is recommended dog parks include shaded areas, water stations, and other accessories like waste stations, bags, disposal areas, etc. The Committee discussed which amenities are needed and which are nice-to-haves. Committee Member Geise had done some research and reported that the ideal park would be at least 5 acres. With only two acres available exercise paths may or may not be possible in the park. Exercise equipment for the dogs can become expensive, however, it is not a must-have for an enjoyable experience. It was determined benches should be available inside the park for both pets and humans. It was determined the fencing would be the most significant cost associated with the establishment of the park.

Ice Skating Rink: Administrator Straw reported she had contacted the vendor which Committee Member Kraft had recommended. At this time, there are 50 others rinks on a waiting list for installation. The estimated timeframe for a Town of Clayton installation would be mid-January 2021. The Committee discussed the potential liability associated with the rink. Administrator Straw said specific hours would need to be posted and the rink should have an attendant during those hours. She said many rinks also have lighting, a warming shed, restrooms, parking, possibly fencing, liability insurance, and a liability waiver for users to sign. Committee Member Kraft noted many of the rinks have few or none of those items. He questioned the difference in liability between a rink and playground equipment, noting that each comes with risk. Administrator Straw said she would contact the insurance company to determine the liability of the Town.

Friendship Trail Historical Signs: With approximately 6 miles of the Friendship Trail which runs from the West Border of the Town to Clayton Ave. The Committee discussed the value of preserving the history through this signage, but did not have knowledge of or access to any specific information relating to the area. Clerk Stevens suggested the Committee contact the Winchester Area Historical Society which serves the Towns of Clayton, Vinland, Winchester, and Wolf River.

Friendship Trail Maintenance Stations: Administrator Straw reported the prefabricated stations range in cost from \$915 - \$2,749 each. The Committee discussed the frequency and placement of stations and the type of station needed. It was determined the trail should be evaluated for use and an initial station should be strategically placed.

Clayton Park Maintenance: Administrator Straw reported maintenance items which need to be addressed at Clayton Park include replacing the water fountain and repairing the bathroom stall doors in the woman's bathroom. She also noted the PW Department would also like to build a 3-sided structure to house the dumpsters. It should be noted at this time there is no recycling containers or dumpster available at the park. The structure would be built to house both refuse and recycling dumpsters.

Trail Head Park Maintenance: Trail Head Park will need a new pavilion/picnic table cover similar to the covered picnic area at Clayton Park. The Lion's Club stated they might be interested in building a new pavilion for Trail Head Park. Like Clayton Park, Trail Head park does not have recycling containers available and consideration should be given to furnishing containers.

The Committee determined all the proposed ideas merit further exploration and requested continued research and discussion.

- C. Discussion/Recommendation: Green Space review and recommendation on the Brick Fundraising project for additional funding for Town Park projects.

- i. Discussion on project (s) to be funded

The Committee reviewed documentation from three different companies regarding Brick Fundraising and a copy of the CY 2021 Budget for the Parks and the Trail. Administrator Straw noted as the committee looks at starting a fundraiser, the Committee must first look at the CY 2021 Budget and the CY 2021 Proposed projects to update the parks. Administrator Straw reviewed the discussion from the previous meeting which suggested the Committee develop the project(s) to the point of having an overall cost, set a fundraising goal, and develop the plan so that fundraising could start with a target goal. The Committee determined there is not enough information to start a fundraiser yet, but as projects develop, the idea can be implemented.

- V. Upcoming Meeting Attendance: NONE

- VI. Adjournment

MOTION:

Motion by Committee Member Dorow

Second by Committee Member Geise

Motion to adjourn at 6:42 p.m.

Motion carried unanimously

Respectfully submitted, Holly Stevens, Clerk