

TOWN OF CLAYTON

Green Space Committee

Meeting Minutes

5:30 P.M. on Wednesday, January 13, 2021

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	PRESENT
Committee Member Stachowiak	PRESENT
Committee Member Kraft	PRESENT
Board Representative Grundman	PRESENT

Town Staff:

Administrator Straw	PRESENT
Clerk Stevens	PRESENT
Public Works Director Pfankuch	PRESENT

II. Public Hearings: NONE

I. Approval of Minutes:

- A. Regular Green Space Committee Meeting – Wednesday, December 2, 2020.

MOTION:

Motion by Committee Member Geise

Second by Committee Member Grundman

Motion to approve the Green Space Committee Meeting minutes from December 2, 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 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

Administrator Straw provided a copy of the CY 2021 Parks and Trail Budgets. She noted as the Committee moves forward with the CY 2021 projects, it needs to be mindful of the routine maintenance scheduled for Friendship Trail and the Parks as needed.

Dog Park: Administrator Straw provided a map with a rough area drawn out for fencing and a rough estimate of cost (\$14,400). She said the park will also need signage, seating within the two areas, and waste stations that supply bags and a garbage/disposal container. She said she estimated the total cost at approximately \$20,000 to install a dog park at Trail Head Park.

Committee Member Geise said she had several documents from other dog parks which explained the process they used to develop and fund the park. She said she would be willing to draft a letter which could then be sent to area business requesting financial donation to the cause.

Committee Member Kraft suggested the donation request be presented with tiers for funding and attaching the values to sponsorship recognitions—signs, bricks, or something similar.

Disk Golf: Committee Member Dustin Kraft reported he had met with John Terlap last month to discuss the design of a disk golf course in Clayton Park. He said the park layout looks to be ideal for an intermediate 9-hole course which would cost roughly \$1,000 per hole. Administrator Straw noted some of the work may be able to be done by the Public Works Department which could possibly cut costs. Committee Member Kraft said he will have a plan for the course at the February 10, 2021 meeting along with a more definitive price.

The Committee discussed sending donation request letters for this project as well. It was again suggested to have tiering for hole sponsorships which could be recognized with signage at each hole of the course. The Committee discussed the local corporate entities and how many of them have foundations or community programs which they tend to focus their giving toward. Committee Member Geise said she would try to do some research on this and would report what she finds at the next meeting.

Committee Member Kraft expressed concern about asking for too many projects and suggested the Committee focus on a single project to develop a comprehensive plan to present along with a well-defined targeted goal for completion. The Committee felt one or two projects would be ok, but they agreed they should not “over ask.”

Ice Skating Rink: Administrator Straw provided copies of correspondence from the Town’s Insurance Agent outlining additional items to consider prior to purchasing and installing an Ice-Skating Rink. She also reported PW Director, Mike Pfankuch had reached out to the Oshkosh Public Works Department which recently purchased an ice-skating rink

from “Nice Rink.” She noted there are serious concerns regarding the maintenance and storage of the ice rink. She said the maintenance of the ice is very labor intensive and would require more time than the Clayton Public Works crew can commit to it. She also noted the liners for the rink tend to be easily damaged, especially in mild temperatures when the ice is not as thick or hard. Additionally, storage of the liners can be an issue as rodents often nest in the rolled liner and can cause extensive damage. She said the Town would likely have to budget for a new liner every year at a cost of approximately \$1,600. Administrator Straw said it is her recommendation not to get a rink for Clayton Park due to the maintenance and cost issues.

Historical Information: Administrator Straw noted there are approximately 6 miles of the Friendship Trail which runs from the West Border of the Town to Clayton Ave. She suggested the Committee consider placement, content, and the type of signage or markers to be used.

Chair Prusik reported she had contacted the Winchester Area Historical Society however they did not have much information relating to that specific area. She said she would continue her research, contacting local residents for stories and interesting historical facts.

Maintenance stations: Administrator Straw noted there are several logical points along the trail to place maintenance stations. She suggested the intersection of the Friendship Trail and the WIOUWASH Trail, Olson’s Rest, and at the Umland Road access. She said the intersection of the two trails would serve users of both which may be optimal. She said the cost range per station is \$915.00 - \$2,749.00.

Committee Member Kraft asked a more definitive price be determined based on the amenities offered so the Committee can make an informed decision as to how many stations to consider for installation. Administrator Straw said she would provide more information regarding the station set-ups and the related costs.

Recommendations to the Town Board: Administrator Straw requested the Committee make specific recommendations to the Town Board for projects they would like to proceed with using their 2021 budget funds. She suggested the Pickle Ball Court and the grill/deep fryer pad at Clayton Park. Administrator Straw explained the stencil and paint to mark the Pickle Ball court will cost approximately \$300. DPW Director Pfankuch noted he had recently spoken with the Lions Club who informed him the asphalt surface will need to cure for 1 year before any paint markings may be added. In light of the curing information, the Committee decided to wait until next year to purchase the Pickle Ball kit.

Administrator Straw noted it would cost approximately \$405 for the brick for the Grill/Deep Fryer area for Clayton park. The price does not include the ¾” crusher fine for the base of the area (3’ x 5’ x 3’). She said the Public Works Department would complete the installation.

The Committee decided to fine tune their plans before committing to projects. They intend to discuss the plans further at the February meeting.

- B. 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

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. Information was provided to the Committee Members for three different companies that assist with Brick Fundraising.

The Committee felt it was too early in the planning stages to implement a fundraiser of this type.

- V. Upcoming Meeting Attendance: NONE

- VI. Adjournment

MOTION:

Motion by Committee Member Dorow

Second by Committee Member Kraft

Motion to adjourn at 6:25 p.m.

Motion carried unanimously

Respectfully submitted, Holly Stevens, Clerk