

TOWN OF CLAYTON
Parks & Trails Committee Meeting Minutes
5:00 P.M. on Wednesday, December 14, 2022
Municipal Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order: Committee Chair Harrity-Irvine called the meeting to order at 5:00 p.m.

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

Parks & Trails Committee Members

Committee Chair Harrity-Irvine	PRESENT
Committee Member	OPEN
Committee Member Kraft	ABSENT
Committee Member Dorow	PRESENT
Committee Member Plante	PRESENT
Committee Member Ebbesen	PRESENT
Board Representative Grundman	PRESENT

Town Staff:

Administrator Wisnefske	PRESENT
Clerk Faust-Kubale	PRESENT
Planner Jaworski	PRESENT
Eric Fowle, Cedar Corp	PRESENT

II. Approval of Minutes:

- A. Approval of the Minutes of the Wednesday, October 12, 2022 Parks & Trails Committee Meeting.

MOTION:

Motion by Representative Grundman

Second by Member Plante

Motion to approve the Minutes of the Wednesday, October 12, 2022 Parks & Trails Committee Meeting.

Motion carried by unanimous voice vote.

III. Open Forum—Town-related Matters not on the Parks & Trails Committee Agenda: NONE

IV. Correspondence:

- A. Distribution of the October 2022 Building Inspection Report.
- B. Distribution of the November 2022 Building Inspection Report.

V. Discussion Items (No action will be taken):

- A. Report from Chair Harrity-Irvine on October 18, 2022 Winnebago County Trail Summit.
 - Chair Harrity-Irvine noted there were many engaged members from other communities and plans were shared amongst the participants of future plans and hopes for trails and connectivity, including along and across Hwy 76. Chair Harrity-Irvine noted it was great to have a better understanding of what is existing and planned and would

encourage the Town and other Committee Members to attend if there are future meetings.

B. Report from Member Ebbesen on October 27, 2022 NEWPRO Meeting.

- Member Ebbesen noted that the BCI Burke building and operation in Fond du Lac is very impressive and interesting to see what equipment options there are and how it is manufactured.
- Members Ebbesen noted that while most communities that attended were much larger with established Parks & Recreation Departments, there were many resources and ideas being shared regarding programming and facilities.

VI. Business:

- A. Review/Recommendation: Parks & Trails review and recommendation on donor recognition markers for the adopted trees along the reconstructed section of Friendship Trail.

The Committee Members reviewed several samples that had been presented as visuals and for size comparison. The Committee Members reached consensus that markers by each tree would be ideal and would be no smaller than 3 inches and no larger than 6 inches. Administrator Wisnefske noted that the Town has a preferred printer/engraver and quotes could be obtained and presented to the Committee.

NO ACTION TAKEN – DISCUSSION ONLY

- B. Review and Discussion: Parks & Trails review and recommendation to update Part 3 of the Town of Clayton Comprehensive Plan: “Park and Open Space Plan 2016-2020” based on the Citizen Opinion Survey Results, Survey Generated “Passive Park Locations” Map, and Current Comprehensive Plan Statements.

This is an ongoing discussion as the Committee works with the Town Planner and Staff to update this section of the Town’s Comprehensive Plan. The Committee reviewed a copy of proposed revisions based on Committee discussions prepared by Cedar Corp.

Mr. Fowle reviewed the directives the Plan Commission asked the Committee to consider, and based on the survey results and previous meeting discussions, how they would like to move forward drafting a recommendation to the Plan Commission. The Committee Members began drafting a recommendation to the Plan Commission and will continue their draft at the next meeting.

NO MOTION MADE – DISCUSSION ONLY

VII. Upcoming Meeting Attendance

- A. Parks & Trails Committee Meeting January 11, 2023 at 5:00 pm.

VIII. Adjournment:

MOTION:

Motion by Member Dorow
Second by Representative Grundman

Motion to adjourn the meeting at 6:33 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,
Kelsey Faust-Kubale, Clerk