



TOWN OF CLAYTON

Meeting of the Green Space Committee Meeting Minutes

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Town Office Building
8358 County Road T
Larsen, WI 54947

January 21, 2010
5:34 p.m. to 7:41 p.m.

I. Call to Order

Meeting called to order at 5:34 p.m. by Chair Griffith.

Present: Committee Chair Griffith, Members Clark, Dorow, Johnson, Ihde (arrived at 5:39 p.m., left at 6:30 p.m.)

Absent: Committee Members Stanek, and Kiesow

Staff Present: Town Administrator Johnston, Public Works Forman Pamerter, Town Planner Bartz, and Deputy Clerk/Treasurer Weichart

Meeting properly posted; three locations in the Town.

II. Approval of Minutes

- Meeting of the Green Space Committee -- November 19, 2009

Motion by: Clark, Seconded by: Johnson

Motion to approve the minutes of the November 19, 2009 Green Space Committee Meeting as presented.

Motion carried by voice vote.

III. Business

- A. December 2, 2009, Public Hearing on the following:

1. Proposed Park & Open Space Plan
2. Proposed Amendments, Official Map Ordinance
3. Proposed Comprehensive Plan Update

Chair Griffith reviewed the input from Town's residents to the Board on the above referenced documents.

- B. December 2, 2009, Town Board Meeting – Approval of CY 2010 Budget

Chair Griffith reviewed the Board's actions approving the Town's CY 2010 Revenue, Capital, and Operating Budgets.

- C. December 16, 2009, Town Board Meeting

1. Referred issue of hunting within the Town of Clayton to the Plan Commission for further review
2. Adopted the Town's CY 2009 Park and Open Space Plan
3. Adopted an Official Map for the Town of Clayton (CY 2009 Official Map Ordinance)
4. Adopted update of the Town's Comprehensive Plan (CY 2009 Amendment)

Motion by: Johnson, Seconded by: Clark

Motion to place the committee on record opposing hunting and anything related to hunting on municipal land within the Town of Clayton.

Motion carried by voice vote.

D. Sabee property – next steps

1. Professional assessment of “available” property
2. Open formal discussions with owner

Administrator Johnston reviewed the appraisal process needed to satisfy the DNR’s Stewardship Grant Application process. The estimated costs of the appraisal of the Sabee property is \$2,500.00.

Extensive discussion was had based on the above topics, the various costs per acre and how the costs may change depending on which acreage of the property is being assessed.

Motion by: Johnson, Seconded by: Ihde

Motion to recommend to the Board that they approve a State approved appraiser to appraise all of the Sabee property, the property owned by Tom Ruesch (west of Clayton School), and the property owned by Tom Borchert (south of Clayton School) at a cost not to exceed \$2,500.00.

CARRIED by voice vote.

E. Cost estimate by Martenson & Eisele to construct baseball diamond(s), parking lot, and shelter on property immediately to the west of Clayton School and on the property on the south side of Fairview Road across from Clayton School

Jon Bartz, of Martenson & Eisele presented a general concept and estimated costs for constructing the above referenced public infrastructure on either of the above referenced sites. Mr. Bartz’s estimated costs are:

Concessions/Restrooms/Pavilion	\$170,000
Parking Lot (175 stalls)	\$150,000
Three (3) Softball Diamonds	<u>\$360,000</u>
Total Construction Estimated Costs	\$680,000

In providing the Committee with the above cost estimates, Martenson & Eisele has assumed the land is flat and would not require grading and/or excavating. Costs that were included are fencing, bleachers, and backstops. Costs that were excluded are lighting, irrigation, safety netting, and all professional planning, design, engineering, and legal fees.

Overall recommendation is for the Town staff to obtain an estimate for the cost per acre to get the Tom Ruesch property (west of Clayton School) and the Tom Borchert property (on the south side of Fairview Road, across from Clayton School) flat and level, as well as a reasonable cost for drainage.

F. Friendship Trail maintenance

Administrator Johnston and Public Works Forman Pamerter presented a plan for the maintenance of the Friendship Trail consisting of the following:

1. Mowing the trail with Town staff and Town equipment
2. Spraying herbicide along the improved area of the trail with the Town’s recently acquired truck mounted salt brine spraying unit
3. Periodic grading of the improved area of the trail

4. Maintenance of Olson's Rest to include mowing and the routine weeding and/or replacement of the woodchip area.
5. Potential relocation/reconstruction of the buss stop/rest stop structure at the site.
6. The installation of an already purchased kiosk at a site approved by the Committee
7. The installation of drain tile along approximately 500 feet of the trail east of Hickory Avenue to relieve water retention issues in the area
8. The potential relocation of trees installed along the fence line to an alternative area (on the opposite side of the trail) in order to facilitate mowing and future maintenance of the trail area
9. Improvements of the trail east of State Highway 76 installed as a part of the County's communications process (details of this project will be presented to the Committee for recommendations to the Board)

The Committee approved placement of the kiosk by the Town staff within the most appropriate spot Town staff felt, with consideration of vandalism, and approved the maintenance plan for the Friendship Trail as presented above (relocating trees that are reasonable to relocate) and would like the plan forwarded to the Town Board.

G. Town of Clayton park(s) fertilization

Staff has received a quote from TruGreen for fertilization, weed control, and crab grass control on a per application basis. The costs are:

1. Trailhead Park: \$393.75 per application
2. Clayton Park: \$893.00 per application

The Town recently purchased a salt brine spraying unit to facilitate and improve our snow removal capacity. This unit has its origins in the lawn care industry and is based on a chemical fertilizer and weed control spray unit. Staff would like the Committee's direction relative to developing a weed control and fertilizing plan for the Town's parks. This plan would take the place of using TruGreen's services. Specifically staff would develop a program using the brine spray unit on a small trailer to spray the fertilizing and weed control products in the parks. The two obstacles to the project are the licensing requirement to spray liquid chemicals and a vehicle to tow the spray unit. Both can be overcome with relative ease with existing equipment and training. Staff would like to use the liquid spray unit on Friendship Trail, therefore requiring that the training occur anyway. The Committee's direction relative to preparing the plan for presentation at the February meeting would be appreciated.

The Committee directed staff to prepare a fertilizing and weed control plan for the Town's parks to include estimated costs of training, materials, and equipment for the Committee's February meeting. The Committee also recommends conducting the plan as a commercial company would, spraying at least two to three times a year during a scheduled time period. If Town staff would not be able to complete the fertilization and weed control plan within a reasonable time period, the Committee recommends the Town identify a company that will be able to substitute for the Town. In regards to the application process, the Committee also recommended considering the option of hand application.

H. Open Discussion

1. Grand Chute walking trail

A brief discussion was held on the subject with no actions taken.

IV. Adjournment – 7:41 p.m.

Motion by: Clark, Seconded By: Johnson

Motion to adjourn at 7:41 p.m.

Motion carried by voice vote.

Respectfully Submitted,

Kimberly Weichart, Deputy Treasurer/Clerk

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call Town Office at 836-2007. This agenda has been posted at all three locations in the Town of Clayton:

- 1) Town Office
- 2) Corner of JJ & Breezewood
- 3) Clayton School