

TOWN OF CLAYTON

Green Space Committee
Meeting Minutes

5:30 P.M. on Wednesday, August 14, 2019

Town Office 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	EXCUSED
Committee Member Geise	PRESENT
Committee Member Owensby	EXCUSED
Committee Member Dorow	PRESENT
Committee Member	VACANT
Committee Member Kraft	PRESENT
Board Representative Grundman	PRESENT

Town Staff:

Administrator Johnston	PRESENT
Assistant Admin Straw	PRESENT
Clerk Stevens	PRESENT

MOTION:

Motion by Committee Member Grundman

Second by Committee Member Dorow

Motion for Committee Member Geise to Chair the meeting in the absence of Chair Prusik

Motion carried by unanimous voice

II. Public Hearings:

- A. No Public Hearings.

III. Approval of Minutes:

A. Regular Green Space Committee Meeting – Wednesday, June 12th, 2019

B. Regular Green Space Committee Meeting – Wednesday, July 10th, 2019

MOTION

Motion by Committee Member Grundman

Second by Committee Member Kraft

Motion to approve the Wednesday, June 12, 2019 and the Wednesday, July 10, 2019 Green Space Committee Meeting Minutes as presented

Motion carried by unanimous voice vote

IV. Open Forum; Town-related Matters not on the Green Space Committee Agenda:

Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present a question or issue; however, only limited discussion may occur and no action may be taken until specific notice of the subject matter of the proposed action can be given. If you wish to speak during the Open Forum portion of the meeting, please complete “Request to Speak at Meeting” form, located on the Agenda Table, and give the form to Staff.

- NO Requests

V. Correspondence:

A. No Correspondence.

VI. Business:

A. Discussion/Recommendation: Green Space Committee review and report to the Board on the following park improvement programs started by staff in CY 2018 with the intent of finishing them in CY 2019:

1. Larsen-Winchester Lions Club Legacy Project Update—Trail Head Park Basketball Court

- Larsen-Winchester Lions Club is ready to move forward with the project. The Town will prepare the base of the basketball court this fall as time allows and then the Lions Club will pave in the spring

2. Planning for the park on the former Noffke property on CTR “JJ” in the Town of Clayton.

- Town received notice from the WI DNR allowing the Town to fill certain wetland areas of the proposed park which will create more usable area.
- Staff will begin mowing the open areas
- Pond design is ready
- Staff will be applying for Grants in the upcoming months with application due in spring 2020. Award of grant funding usually occurs in the fall.
- Barring any unforeseen issues, construction would begin in spring 2021

3. Clayton Park maintenance report

- Additional drainage issues will be addressed by staff—some drainage issues have been identified throughout the season

4. Report regarding the surveillance equipment in Trailhead Park and Clayton Park.

- Officer Zeinert has reported that loitering and vandalism occurrences have decreased greatly at both parks since the cameras have been installed

5. Update to the Committee on the playground areas in Clayton Park and Trail Head Park

- Staff has completed excavation of the Trail Head playground area, installed new weed barrier, and filled with new playground certified wood chips
- Staff is in the process of doing the same at Clayton Park
- The Clayton Park Sandbox has been cleaned out but there is an issue with ants.
- The Sandbox also has a damaged support frame which staff will either replace or repair depending on the cost associated with each option
- Estimated costs for playground maintenance for this year is about \$15,000.00
- It was recommended by the Administrator for the Green Space Committee to advocate for the parks during the budgetary process, suggesting each park should have an annual maintenance allowance of \$10,000.00
- Trail Head Park will need the parking lot repaved soon. Cost will likely be upwards of \$100,000.00
- Staff is working with the Drifters Snowmobile Club regarding their request to get water and sewer service to their building
- Committee Member Geise also noted that Clayton Cemetery has been looking very nice and well maintained
- Staff reported they have received very positive comments regarding the new maintenance process on Friendship Trail
- Committee Member Kraft inquired about the portable “video park” which was briefly discussed at a previous meeting. Administrator Johnston explained that the project would likely require some corporate sponsorships to make it feasible. The Committee directed Staff to research the viability of the project.

VII. Upcoming Meeting Attendance: None

- Committee Member Geise noted that she would not be in attendance at the Wednesday, September 11, 2019 Green Space Committee Meeting

VIII. Adjournment

MOTION

Motion by Committee Member Dorow

Second by Committee Member Kraft

Motion to adjourn at 6:20 p.m.

Motion carried by unanimous voice vote

Respectfully submitted, Holly Stevens, Clerk