

TOWN OF CLAYTON

Green Space Committee
Meeting Minutes

5:30 P.M. on Wednesday, August 08, 2018

Town Office Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order:

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

Green Space Committee Members

Committee Chair Prusik	PRESENT
Committee Member Geise	PRESENT
Committee Member Owensby	PRESENT
Committee Member Dorow	ABSENT
Committee Member Brown	PRESENT
Committee Member Kraft	PRESENT
Board Representative Grundman	PRESENT

Town Staff:

Administrator Johnston	PRESENT
Assistant Admin/Treas Straw	PRESENT
Deputy Clerk Stevens	ABSENT

II. Public Hearings: NONE

III. Approval of Minutes:

- A. Regular Green Space Committee Meeting – Wednesday, July 11, 2018.

MOTION:

Motion by: Committee Member Geise

Second by: Committee Member Owensby

Motion to approve the Wednesday, July 11, 2018 meeting minutes.

Motion carried by unanimous voice vote

IV. Open Forum – Town Related matters not on the Committee’s Agenda: NONE

V. Correspondence: NONE

VI. Business:

- A. Discussion/Recommendation: Green Space Committee update on the purchase of security cameras for Clayton Park and at the Town’s Municipal Complex.

- Administrator Johnston reported the Town Board approved the purchase.
- Discussed both proposals comparing the services vs the costs.
- Administrator Johnston recommended accepting the Lappen proposal for continuity with our security systems.

- The Committee directed staff to ask Lappen to match the proposal given by Tecc Security Systems, Inc.
- Administrator Johnston recommended a Committee Meeting at Clayton Park once the security cameras were in place.

NO ACTION TAKEN

- B. Discussion/Recommendation: Green Space Committee update by staff on the replacement of the worn and/or damaged playground equipment in both Clayton and Trail Head Parks.
- The playground equipment manufacturer replaced the broken equipment at Clayton Park under warranty.
 - The deck for the playground equipment at Trail Head Park is being rebuilt and will be installed when completed. The cost is approximately \$2,000.
 - Administrator Johnston updated the Committee on the ditch clean-up at Trail Head Park and the intent of staff to run drain tile from the playground area to the culvert to reduce the standing water in the playground area.

NO ACTION TAKEN

- C. Discussion/Recommendation: Green Space Committee update on the lighting at Trail Head park and Town Hall Site.
- The staff is replacing the lights with LEDs as an interim fix. The lighting as it is today does not meet the Town’s ordinance.
 - The estimated cost to install lighting to meet the Town’s ordinance is between \$6,000-\$7,000.
 - Discussed the budget restraints/financial burden of the Town relative to the present activities involving the East side of the Town.

VII. Upcoming Meeting Attendance:

- Administrator Johnston requested that the Committee Members think about Park and Trail recommendations for the CY2019 Budget.
- Playground chips for both Clayton Park and Trail Head Park were recommended for the CY2019 Budget.
- Committee Member Kraft asked about the complete rubber surface material. Administrator Johnston will get estimates

VIII. Adjournment:

MOTION:

Motion by: Committee Member Owensby

Second by: Committee Member Kraft

Motion to adjourn the Green Space Committee meeting at 6:01 p.m.

Motion carried by unanimous voice vote

Respectfully submitted,
Tori Straw, Assistant Administrator/Treasurer