

TOWN OF CLAYTON

Green Space Committee  
Meeting Minutes

5:30 P.M. on Wednesday, September 13th, 2017

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	VACANT
Board Representative Grundman	PRESENT

Town Staff:

Administrator Johnston	PRESENT
Deputy Clerk	PRESENT

II. Approval of Minutes:

- A. Regular Green Space Committee Meeting – Wednesday, August 9<sup>th</sup>, 2017.

**MOTION:**

Motion by: Committee Member Geise

Second by: Committee Member Brown

Motion to approve the Wednesday, August 9<sup>th</sup>, 2017 meeting minutes.

Motion carried by unanimous voice vote

III. Open Forum – Town Related matters not on the Committee’s Agenda:

- A. None

IV. Correspondence:

- A. No Correspondence.

V. Business:

- A. Discussion/Recommendation: Staff update to the Green Space Committee on the improvements to the Olson’s Rest area of the Friendship trail.

- Administrator Johnston explained the cross-culverts have been replaced on Fairview Road by Olson’s Rest and the ditch has been enclosed. However, due to an extreme change in elevation from the road to Olson’s Rest, the planned parking area was unable to be developed. Due to the safety issue created by the slope, the Public Works Staff seeded the area over the enclosed ditch instead.

- Public Works Staff plan to do additional cleaning out of the ditch on the west side of Olson’s Rest moving south to the Town’s property line.
- Signs for Trail Parking will be posted to direct users to park at the end of Center Road
- A gazebo is planned for installation at the end of Center Road in CY 2019

B. Discussion/Recommendation: Green Space Committee review of the recommendations for the park and trail improvements for the Town’s CY 2018 Budget.

- Administrator Johnston informed the Committee the Board has to date, kept the funding in the budget to add the rubber mulch for Clayton Park in the budget. He also stated the actual cost will be less than anticipated, because the quote was incorrectly interpreted. With the clarification, the cost to mulch Clayton Park at a 6” depth is approximately \$21,000.

C. Discussion/Recommendation: Green Space Committee review and recommendation on the installation of rollup shutters at the Clayton Park Pavilion.

- Staff reported the estimated cost per door as being \$1,780 with a quantity discount applying with an order of four or more. The total number of openings in the pavilion is eight.

VI. Committee Member Requests for Future Agenda Items:

- A. The Committee requested Staff inquire with the City of Neenah to determine if they have cleaned the Firing Range Property which was dedicated to the Town. Chair Prusik noted the property is looking very overgrown and needs to be maintained better.
- B. The Committee also requested an update regarding the restoration work at Royer Cemetery.

VII. Adjournment:

**MOTION:**

Motion by: Committee Member Grundman

Second by: Committee Member Geise

Motion to adjourn the Green Space Committee meeting at 5:58 p.m.

Motion carried by unanimous voice vote

Respectfully submitted,  
Holly Stevens, Deputy Clerk