

TOWN OF CLAYTON

Regular Meeting of the Green Space Committee Meeting Minutes

June 16, 2011
5:31 p.m. – 6:37 p.m.

8358 County Road T Larsen, WI 54947

I. Call to Order

Called to order at 5:31 p.m. by Chairperson Stanek

Pledge of Allegiance

Present: Committee Members Chairperson Stanek, Dorow, Heider, Lettau, Prusik, Johnson

Absent: Member Clark

Staff Present: Town Administrator Johnston, Treasurer Bowen

Absent Staff: Public Works Foreman Pamentier

Meeting properly posted; three locations in the Town

II. Approval of Minutes

Regular Green Space Committee Meeting – May 19, 2011

- Please add “that a Town resident provided” in the last sentence under open discussion.

MOTION by: (Lettau, Heider) Motion to approve regular Green Space Committee Meeting Minutes from May 19, 2011 with corrections as stated above.

Motion carried by unanimous voice vote.

III. Open Forum – Non-Agendized Town-related Matters:

Please complete the “Request to Speak at Meeting” form located on the agenda/sign-in table and submit to the Town Deputy Clerk or Treasurer. Non-Agendized Town-Related Matters: Pursuant to Wis. Stats. 19.32(2) and 19.84(2), the public may present matters; however, limited discussion may occur but no action may be taken until specific notice of the subject matter of the proposed action can be given.

IV. Correspondence - None

V. Business

A. Discussion/Recommendation – Green Space Committee review of ClaytonFest2011 and discussion regarding the Green Space Committee’s role in ClaytonFest 2012

- Discussed the pros and cons of how Clayton Fest 2011 went overall
- Discussed the remodeling/construction of the Municipal Building and the possible relocation of Clayton Fest 2012
- Discussed whether or not the Green Space Committee will be in charge for 2012 forward and what role the Committee would have in organizing the event
- Chairperson Stanek suggested that the discussion be continued next month after the ClaytonFest Committee Meeting on June 27, 2011.

B. Discussion/Recommendation – Green Space Committee discussion and recommendation regarding Safety/Vandalism Reduction in the Town of Clayton Parks

- Tabled to August 2011 agenda
- C. Discussion/Recommendation – Green Space Committee discussion and recommendation regarding the Larsen Road Trail
 - Discussed a new completion date for the Trail
 - Mr. Johnston explained the notice of violation from the County and what the staff is doing to correct the ditching issues stated in the notice.
 - Discussed the future of the trail and the possible time-line of the project
- D. Discussion/Recommendation – Green Space Committee Meeting Time
 - Left on the agenda by mistake
- E. Discussion/Recommendation Green Space Committee discussion and recommendation regarding a Clayton Park Sign
 - Discussed the hand-outs of different sign designs
 - Mr. Johnston suggested using the sandblasted sign for maintenance purposes
 - Discussed the financing of the sign and where in the budget the monies could possibly come from until the donations come in
 - The committee agreed to the sample of the sign from Orde Sign and Graphics
 - The finalized samples will be available for the July 2011 meeting

V. Open Discussion

- Chairperson Stanek made the suggestion that the meetings be held at some of the locations
- Chairperson Stanek recommended that the July meeting be held at Clayton Park
- Supervisor Lettau suggests that the Trailhead park pavilion needs some work
- Chairperson Stanek suggested that the Committee put together volunteers together for the repair work on the pavilion
- Mr. Johnston recommends volunteers for single projects – not for ongoing projects. Mr. Johnston recommends that this item be added to July’s meeting agenda to discuss possible dates
- Supervisor Lettau asked about the mound at Clayton Park. Mr. Johnston explained that the Staff would be removing the mound and reseeding the area within the next week.
- Supervisor Lettau asked about the plantings and it was reiterated that the decision was made to allow the trees become established and wait until Spring 2012
- Supervisor Lettau suggested the Pavilion at Olsen’s Rest is in need of repairs. Mr. Johnston reiterated that the understanding is that Mark Luebke is responsible for the Olsen’s Rest Pavilion.

VI. Adjournment – 6:37p.m.

MOTION by: (Johnson, Prusik) Motion to Adjourn
Motion carried by unanimous voice vote.

Respectfully Submitted, Tori Bowen, *Treasurer*