

**VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN**

(Official Minutes)

Park Commission Monthly Meeting

November 16, 2016

The Park Commission meeting was called to order by Chairman Tom Whowell at 5:02 pm on Wednesday, November 16, 2016.

Members Present: Mary Green, Gail Hibbard, Sarah Lobdell, Jill Wegner, Trustee Whowell

Members absent: Sandra Hibbard, Trustee Livingston

Also Present: Clerk Theresa Loomer, Administrator Dennis Martin

Approval of Minutes October 19, 2016

Lobdell/Gail Hibbard 2nd made a MOTION to approve the minutes as submitted for the October 19, 2016 meeting, and the MOTION carried without negative vote.

Visitors Heard

None

Announcements

There is a work day scheduled at the Hildebrand Nature Conservancy on November 19, 2016. Karen Yancey from the Geneva Lake Conservancy is looking for volunteers and Martin asked members to let him know by 10:00 am the following day if they are available. There is no age requirement to volunteer.

General Business

Park House Use

The Park House was used one time in October, 2016.

Treasurer's Report

Lobdell reported that there is \$25,620.67 in the Park Commission fund. Martin said the cost for tree trimming and having Josh Skolnick at the Fen is part of the Professional Services fund in the budget and does not come out of the Park Commission donated funds accounts. The replacement for the Reid Park back stop and fence was approved at a previous meeting, but in order to spend the funds in this calendar year, a motion for approval should be passed. Whowell stated he would like to get it completed this year if possible and it can be done anytime as long as the ground is not frozen.

Trustee Whowell/Lobdell 2nd made a MOTION to recommend Village Board approval to accept the proposal by B&M Fence Company, Inc. to replace the Reid Park Backstop in an amount not to exceed \$4,700, and replace the backstop this year, if possible, and the MOTION carried without negative vote.

Public Works Report

McCollum was absent from the meeting so no report was given. Martin said the public works employees have been working on more Christmas decorations and began hanging them this week. Whowell discussed the plaque for Sam Johnston on the rock at the Fen and asked for background and history of Johnston.

Old Business & Pet Projects

Update on Pedestrian Path Extension at Headwaters Park – School District Support

Whowell reported he provided photos of the proposed path to the Fontana Elementary School administration and they are very excited about the concept. Members discussed that all materials

in the Hildebrand must be natural and Whowell presented a wood slab as an example that could be engraved and used for directional signage along the proposed path. McCollum has been working on creating the signage, so there will be very minimal expenses for supplied.

Update on Fontana Fen

Whowell reported that a controlled burn was completed at the Fen yesterday and everything went as planned. In past years, the burn has been done in the spring, but Josh Skolnick informed staff it is reasonable to perform burns in either spring or fall and each season has its own benefits. There was discussion on removal of the raised garden beds adjacent to the parking area at the Fen. Lobdell stated the original plan was to replicate the Fen plantings, but it will likely never work because there is no way to completely replicate all the elements of the fen on such a small scale.

Update on Seed Sowing Event

Gail Hibbard reported the 11th annual seed sowing event took place on November 12, 2016 and they had 24 volunteers. Hibbard said during the first year they sowed the area owned by the Village adjacent to the Hildebrand, but shortly after the Village put the land up for sale for development, though it has been dormant since and asked the status of that portion of land. Martin said the area is still for sale for development; however, there are currently no leads and it could be used for a possible future site of the safety building or government center. In the meantime, Martin said the group could resume sowing the area if they desire.

Update on Pioneer Park Memorial Bench Donation – Lee Eakright

Martin stated the memorial bench purchased by Lee Eakright has been installed in Pioneer Park and the bench purchased by Ray Fitzgerald has been installed along the lake shore path in Reid Park. Martin said he was asked today to hold a spot open in Pioneer Park for a bench for former Trustee and Plan Commission member Micki O’Connell, who is gravely ill with cancer.

Update on Memorial Trees Identification Markers

Martin distributed a picture of a memorial tree identification marker that is used in another community as an example of what the Village could consider using to mark memorial trees. The image depicts a cement block, most of which would sit buried underground, with an inscribed plaque on the top. Martin stated that Fire Dept. Chief Wolfgang Nitsch can obtain and design decorative bricks, which would not be as large as the cement blocks, and he could get and compare costs from other companies. Members discussed whether the bricks should be for newly planted memorial trees going forward or retroactively for all trees. Martin said he would get pricing from Nitsch and it could be presented at the next meeting.

Annual Renewal Applications for Tree City USA and Bird City Wisconsin

Martin asked the Park Commission to pass a motion to recommend the filing of the annual renewal applications for Tree City USA and for Bird City Wisconsin, which also requires a resolution to be adopted by the Village Board.

Lobdell/Green 2nd made a MOTION to recommend Village Board approval of submitting the renewal applications for Tree City USA and Bird City Wisconsin, and the MOTION carried without negative vote.

Any Other Comments/Concerns

None.

New Business

2017 Park House Rates

Martin distributed minutes from the June 17, 2015 Park Commission meeting where a motion was made to modify the Park House fee to a negotiable amount for non-profit, civic and school groups, and special events. An updated park permit application form, to include the new Reid Park Pavilion which is currently under construction and will be complete next spring, was also distributed. The park house fee was discussed and the possibility of waiving or reducing the cost

for everyone, less a cleaning fee. Martin said the park house might not need to be cleaned after each use depending on what it is used for, and he would find out the cost of the cleaning fee.

Quotes for Commemorative Plaque Recognizing Roy Diblik – Gail Hibbard

Gail Hibbard presented two plaques she obtained from First Place Promotions and Awards, Harvard, IL. The plaque favored by the commissioners is \$187 plus shipping and is guaranteed. DPW will be responsible for mounting the plaque on the rock. Hibbard presented the verbiage for the plaque which reads “To honor Roy Diblik, world famous gardener, friend and advisor in appreciation of the beautiful gardens and plantings his generosity and expertise created throughout our village. Dedicated 2017.” The Park Commission members directed Hibbard to order the plaque, and the DPW crew to work on preparing the rock in Porter Court Plaza.

Geneva Lake Conservancy Annual Hildebrand Nature Conservancy Report

Martin reported that Lynn Ketterhagen did the annual Hildebrand Nature Conservancy monitoring tour walk on October 5, 2016. There are four properties that abut the conservancy and will need to remove items off the conservancy land. The Building and Zoning Department will issue zoning violation warning letters to the four property owners in the report. Trustee Whowell/Wegner 2nd made a MOTION to direct the Building and Zoning Department to send zoning violation warning letters to the offenders cited in the annual report for the Hildebrand Nature Conservancy, and the MOTION carried without negative vote.

Any Other Comments/Concerns

Gail Hibbard requested to have the holiday season decoration icicle lights put on the Park House again this winter, and Martin stated he will make sure that they are still on the list.

Adjournment

Lobdell/Trustee Whowell 2nd made a MOTION to adjourn the meeting at 5:55 pm, and the MOTION carried without negative vote.

Minutes prepared by: Theresa Loomer, Village Clerk

Note: These minutes are subject to further editing. Once approved by the Park Commission, the official minutes will be kept on file at the Village Hall.

APPROVED: