

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

**(Official Minutes)**

**Park Commission Monthly Meeting**

March 15, 2017

The Park Commission meeting was called to order by Chairman Tom Whowell at 5:00 pm on Wednesday, March 15, 2017.

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

**Also Present:** Clerk Theresa Loomer, Administrator Dennis Martin, DPW Manager Brett McCollum, Trustee Petersen, Sammi Wendling, Karen Yancey

**Approval of Minutes January 18, 2017**

Gail Hibbard/Wegner 2<sup>nd</sup> made a MOTION to approve the minutes as submitted for the January 18, 2017 meeting, and the MOTION carried without negative vote.

**Visitors Heard**

None

**Announcements**

None

**General Business**

**Park House Use**

The Park House was used one time in January and February, 2017. Martin stated he found the photographs taken by Jim Frost that were hung up at the Park House a number of years ago. They are currently in Martin's office and he indicated the committee will need to decide whether or not to hang them back up in the Park House.

**Treasurer's Report**

Lobdell Reported there is \$29,422.29 in the Park Commission bank accounts. Martin stated there is currently \$30 in one of the two Park Commission donated funds accounts and the bank would like to combine the funds and close that account. Lobdell agreed that there were no concerns with the transfer.

**Public Works Report**

McCollum presented a tree trunk slab engraved and painted as a directional sign for the Hildebrand Nature Conservancy and Headwaters Park trails. Commission members liked the sign but recommended that the maroon paint used should be brighter so that it is easier to read.

**Old Business**

**Roy Diblik Recognition Plaque Ceremony**

This item will be considered at the next monthly meeting.

**Heartland Land Creations 2017 Maintenance Plan & Invoice – Josh Skolnick**

Josh Skolnick submitted an invoice for \$1,800 which was not previously approved or budgeted for. Last month, the commission approved using \$5,000 from the Tree Reforestation Fund and funds from the natural area budget account to pay Skolnick for work that was previously completed at the Oak Savanna and Hildebrand. Since there are no budgeted funds for Skolnick, the commission members were asked to come up with an appropriate 'not to exceed' dollar amount for Skolnick's 2017 park maintenance plan. Whowell suggested asking the Village Board to match whatever is allocated to Skolnick for park maintenance. The total cost of work already

completed in 2017 is \$1,800 and the estimated cost for all work Skolnick would like to complete between January and March, 2017 is \$6,200. Martin stated that some of the money in the park commission bank account for donated funds was donated for specific parks and/or purposes and the remainder is from unspecified general donations. He said one option is to use the undesignated money to fund a portion of Skolnick's work. Lobdell stated that in the future she would like to work off a purchase order rather than trying to come up with the money after the work has been completed. The commission members agreed to allocate a total of \$5,000 for Skolnick's work including work already completed in the amount of \$1,800, and the remaining \$3,200 for future work this year. There was discussion about what tasks the Village employees could take on such as having the fire department in charge of the controlled burns and have DPW remove or trim trees.

Lobdell/Sandra Hibbard 2<sup>nd</sup> made a MOTION to allocate a total of \$5,000 to Josh Skolnick, Heartland Land Creations; \$1,800 for work previously completed and \$3,200 for additional work in 2017, and the MOTION carried without negative vote.

Lobdell/Gail Hibbard 2<sup>nd</sup> made a MOTION to direct staff to work with the Finance Committee to look into whether there are additional funds available in the budget to reallocate for natural area work this year and for tree trimming, and the MOTION carried without negative vote.

### **Fontana Plantings Update – Roy Diblik Proposal**

Roy Diblik was unable to attend the meeting, however he sent an email requesting \$1,600 for spring bulb plantings along the roadways and in the medians.

Trustee Whowell/Trustee Livingston 2<sup>nd</sup> made a MOTION to allocate \$1,600 from the Park Commission donated funds bank accounts for the purchase of spring bulbs from Roy Diblik and Northwind Perennial Farm, and the MOTION carried without negative vote.

### **New Business**

#### **Volunteer Day at Hildebrand – April 1, 2017**

Geneva Lake Conservancy Executive Director Karen Yancey announced there is a volunteer work day scheduled at the Hildebrand Nature Conservancy on Saturday, April 1, 2017.

#### **Tree Maintenance Proposal from Balance Environments, Inc.**

A proposal was received from Balanced Environments, Inc. for tree maintenance in Reid Park, the Beach, the area across from the beach, and Pioneer Park. The proposal includes removal of many of the trees, which McCollum stated DPW employees could do, and Balance Environments could then complete the stump grinding. The proposal will be brought back next month with more information on if additional funds are available to be reallocated in the 2017 budget.

#### **Reid Park Evergreen Trees Direction**

There was discussion about the three evergreen trees in Reid Park by the park sign along Fontana Boulevard which are old and in need of replacement. Martin stated a proposal will be brought back to the commission next month if there are no concerns with cutting down the evergreens.

#### **2018 Urban Forestry Grants**

Martin stated he intends to apply for the State of Wisconsin DNR Urban Forestry Grant although it is unlikely the Village will receive any money because it has such a high property valuation. Grants range from \$1,000 to \$25,000 and require a 50-50 match total. Eligible projects must relate to community tree management, maintenance or education within Wisconsin municipalities or other areas of concentrated development.

#### **Duck Pond Concession Stand Proposal**

Trustee Livingston proposed selling concessions at the Duck Pond ball fields for soccer and baseball games when they are not already being run by the sports clubs. He recommended selling hot dogs, hamburgers, chips, soda, popcorn and candy and stated the profits from the sales could be used for maintenance of the fields. The concession stand could share some of the same inventory with the beach house, and if there is interest, the beach house employees could

potentially work at the concession stand. Lobdell stated that instead of charging for items, the Village could use a “suggested donation” box. There were questions about whether beer could or would also be able to be sold.

Trustee Whowell/Green 2<sup>nd</sup> made a MOTION to approve a general plan for Duck Pond concessions and direct Trustee Livingston to work with staff to sort out the details, and the MOTION carried without negative vote.

### **Memorial Park Bench for Micki O’Connell**

There is still one space available in Pioneer Park for a memorial bench which staff would like to dedicate to Micki O’Connell. Several donations have been collected and roughly \$150 more is needed to cover the cost.

Gail Hibbard/Wegner 2<sup>nd</sup> made a MOTION to recommend Village Board approval of a memorial bench for former Village Trustee Merilyce ‘Micki’ O’Connell, and MOTION carried without negative vote.

**Park Permit Application Filed by Dan Green’s Touch A Life, Heal A Heart, Inc., for Reid Park on Saturday, July 8, 2017; Park Permit Application Filed by Sarah Lobdell for PTSO at Duck Pond on Friday, April 21, 2017 from 3:30 pm to 6:30 pm; Park Permit Application Filed by Community Church of Fontana for Reid Park Gazebo on Sunday, April 16, 2017 from 6:00 am to 8:00 am; Duck Pond Pavilion on Sunday, June 4, 2017 from 12:00 pm to 4:00 pm; Park Permit Application Filed by Betty Shay for Family Reunion at Duck Pond Pavilion with Beer/Wine Permit on Saturday, August 5, 2017 from 1:00 pm to 6:00 pm Park Permit Application Filed by Sarah Lahey for Class of 1997 Big Foot High School Reunion Picnic at Duck Pond Pavilion on Saturday, August 12, 2017 from 1:00 pm to 3:30 pm; Park Permit Application Filed by Maryanne Bruss for Reid Park Gazebo on Saturday, September 9, 2017 from 2:00 pm to 4:00 pm**

One motion was made for the six park permit applications that were submitted. Staff has reviewed the applications and there are no conflicts with the proposed dates.

Trustee Livingston/Sandra Hibbard 2<sup>nd</sup> made a MOTION to recommend Village Board Approval of the Park Permit Application filed by Dan Green’s Touch a Life, Heal a Heart, Inc., for Reid Park on Saturday, July 8, 2017; for the Park Permit Application filed by Sarah Lobdell for PTSO at Duck Pond on Friday, April 21, 2017 from 3:30 pm to 6:30 pm, and waive the fee for the non-profit organization; for the Park Permit Application filed by the Community Church of Fontana for Reid Park Gazebo on Sunday, April 16, 2017 from 6:00 am to 8:00 am; Duck Pond Pavilion on Sunday, June 4, 2017 from 12:00 pm to 4:00 pm, and waive the fee; for the Park Permit Application filed by Betty Shay for Family reunion at Duck Pond Pavilion with Beer/Wine Permit on Saturday, August 5, 2017 from 1:00 pm to 6:00 pm; for the Park Permit Application filed by Sarah Lahey for Class of 1997 Big Foot High School Reunion Picnic at Duck Pond Pavilion on Saturday, August 12, 2017 from 1:00 pm to 3:30 pm; and for the Park Permit Application filed by Maryanne Bruss for Reid Park Gazebo on Saturday, September 9, 2017 from 2:00 pm to 4:00 pm, and the MOTION carried without negative vote.

### **Big Foot Rec. District Movies on the Beach Series 2017 Schedule**

The proposed dates are June 10, June 24, July 8, July 22, August 5, and August 19, 2017.

Trustee Livingston/Lobdell 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Big Foot Rec. District Movies on the Beach dates, as presented, and the MOTION carried without negative vote.

### **Any Other Comments/Concerns**

Martin stated he will speak with the Big Foot Recreation Department and the Church to coordinate the annual Easter egg hunt scheduled at Duck Pond on Saturday, April 15, 2017. The annual Fontana Garden Club Memorial Day weekend plant sale will be held at Pearce’s Farm instead of Porter Court Plaza.

### **Adjournment**

Gail Hibbard/Sarah Lobdell 2<sup>nd</sup> made a MOTION to adjourn the meeting at 5:53 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: 04/19/17