

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Official Minutes)
MONTHLY MEETING of the PARK COMMISSION
Wednesday, April 17, 2013

Chairperson Cindy Wilson called the meeting of the Park Commission to order at 6:01 pm at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Park Commissioners present: Trustee Cindy Wilson, Laura Coates, Lynne Frost, Sandra Hibbard, Gail Hibbard, Sarah Lobdell (arrived at 6:05 pm), Mary Green (arrived at 6:15 pm)

Also present: Street Department Lead Man Ron Adams, Administrator/Treasurer Kelly Hayden, Library Director Nancy Krei, Lisa Laing, Village Clerk Dennis Martin, Trustee Rick Pappas

Approval of Minutes

Gail Hibbard/Sandra Hibbard 2nd made a MOTION to approve the minutes for the meeting held March 20, 2013, as presented, and the MOTION carried without negative vote.

Visitors Heard

None

Announcements

The Village received a new Tree City USA Flag and certification for earning renewal for 2012, which is the 25th year Fontana has achieved Tree City status. The annual Arbor Day Program and IMBD Observance will be held at Fontana Elementary School on Friday, April 26, 2013 beginning at 1:00 pm. Sarah Lobdell and Laura Coates stated that they are planning to attend the Arbor Day program. Rick Treptow has again made arrangements to donate the trees that are presented to the fourth-grade students at the program. The Village also will receive 10 bird garden variety trees as part of its Arbor Day Foundation membership renewal.

General Business

Park House Use

The Park House was not used in March 2013, but it already has been used once for a birthday party in April 2013. Wilson asked staff to prepare and distribute to people who rent the Park House a checklist of instructions for taking care of garbage, for locking and cleaning the building, and providing a contact to call in case of an emergency. Staff will draft a checklist and present it for review at the next monthly meeting. Wilson stated that the Park Commission also needs to plan for the erection of a fence along the alley behind the Park House as a safety precaution. The fence was included in the initial 2013 Park Commission budget, but it was removed before final approval. Village of Fontana Street Dept. Lead Man Ron Adams stated that the DPW crew has to be able to get the leaf vacuum truck behind the Park House to clear out all the leaves that accumulate from the large oak trees that surround the Park House, and if a fence is erected, it will have to have a gate that swings open 6 to 8 feet to allow equipment access to the backyard. Wilson stated that the fence could be erected with a gate facing the south and the adjacent parking lots behind Gordy's and Chuck's.

Treasurer's Report

Lobdell presented the treasurer's report as of March 31, 2013.

Plan Commission Report

Lobdell stated that the Plan Commission does not have a monthly meeting scheduled in April 2013 because there are no agenda items. Some minor amendments to the ETZ Zoning Ordinance will be presented at the Tuesday, May 28, 2013 meeting.

Public Works Report

Hayden stated that the DPW crew and Fire Department members were able to conduct controlled burns at all five of the Village's native prairie areas on Friday, April 5, 2013. Adams stated that the burn at the Fontana Fen was not a complete success because the ground was too wet in some areas; however, the Fen will not need to be burned again until spring 2015. Gail Hibbard stated that Tom Vanderpoel still has an invoice to submit to the Village for services he provided in November.

Park Commission Maintenance List – Items/Update

The updated list was distributed. Wilson thanked Adams and the DPW crew for cleaning up some trees that fell in the Hildebrand Nature Conservancy during a recent storm, and in particular, for creating a chair out of one of the larger tree stumps. Adams stated that he will look into ordering the special playground certified mulch to be spread under the swings at the Little Foot Playground. Lobdell stated that if there is any surplus of the playground mulch, which is in this year's budget, it should be used at the Duck Pond Recreation Area playground. A discussion followed on how to best accomplish the coordination of volunteers to pull garlic mustard at the Duck Pond and at the Hildebrand Nature Conservancy, as well as to encourage residents to pull the garlic mustard throughout the Village. Sandra Hibbard stated that the company she works for is sponsoring a contest with a prize for the person who pulls the most garlic mustard, and she suggested that maybe the Park Commission could sponsor a contest with the winner receiving a gift card or other special prize. Hayden stated that maybe the garlic mustard pulling contest could become an annual event and she suggested sending a letter out to the Fontana Elementary School students. There were other ideas suggested before Wilson directed staff to have an item on the agenda for the next monthly meeting and she asked the Park Commission members to continue to think of ideas to get the garlic mustard pulled just after it gets the white colored buds, but before it blooms in late spring. In lieu of scheduling group park walks this spring, the Park Commission members are going to individually walk through the parks and note items that need to be added to the maintenance checklist.

Old Business

2013 Christmas Decorations Ideas for Light Poles on Fontana Boulevard

Ron Adams presented an illuminated Christmas tree shaped light pole decoration that he created from materials taken from some of the old holiday decorations. Adams stated that the decorations will each cost about \$50 for materials -- \$25 for additional steel and \$25 for the "rope" lighting. The cost estimate does not include the payroll expense that will be required for Adams to construct the decorations. The Park Commission members stated that the decoration created by Adams looks great and thanked him for a wonderful job. Adams stated that he will create a mounting bracket for the decoration and erect it on one of the Fontana Boulevard light poles so that the Park Commission members can review it before a decision is made on how many of the decorations should be created for the next holiday season.

Park Permit Application Amendments

Mary Green stated the some proposed amendments that the subcommittee came up with for the Park Permit application are listed on the distributed document. Green stated that two levels of rental fees are being suggested, including the current rates for residents, sponsored individuals and non-profit organizations, and higher rates for non-residents. Green stated that the addition of a \$50 security deposit for all events without beer and wine permits also is being suggested, as well as adding the option for a beer and wine permit for events at the Park House. Events with beer and wine permits require a \$150 deposit, which is not being proposed to change. People currently can apply for beer and wine consumption permits for events at the Duck Pond Pavilion and Porter Court Plaza. Also, the subcommittee recommends adding to the Park Permit application options for the Mill House Pavilion, and maybe the beach and beach house for special events not during the busy summer season; and adding social club fee options for permits for \$25 per hour, or \$50 per month. The \$1 per child fee for Big Foot Recreation District events is not proposed to be changed. The Park Commission directed staff to put the suggested amendments into draft form to be presented for a recommendation at the next monthly meeting.

Mohr Road Park Landscaping Plan

Wilson stated that she and Ron Adams met at Mohr Road Park to discuss the initial plans of the subcommittee and how to best proceed. Wilson stated that the large evergreen tree will be limbed up this spring to help make the area look more open and inviting. Adams explained that the paved area where an asphalt base has been laid has to remain there to support the DPW trucks that sometimes have to access the pumping station located on the Village property adjacent to the O'Halleran property. Wilson stated that the proposal is also to erect another small sign at the parkland entrance that directs people to the in-ground stepping stones that lead to the Geneva Lake shore path. Adams stated that the DPW crew will work on the stepping stones to clear away the grass that has overgrown the stones and has made them less visible. Wilson stated that because of concerns with possible vandalism the subcommittee decided not to pursue a trellis at the entrance to the park area. Adams stated that he will be able to repair the lakefront bridge and the split-rail fence, which are both about 20 years old. Further discussion followed on what type of sign should be erected

to help lead people to the stepping stones and the shore path, and how to mark the parking stalls on Mohr Road. Hayden stated that the Park Commission purchased the Mohr Road Park sign from Brushfire for about \$400 a few years ago, and she can solicit an estimate and draft a mock-up for a new sign to direct pedestrians to the shore path from the end of road. Laura Coates stated that when she visited the area it was difficult to determine where the public parking stalls are located on the side of the road. Adams stated that the stalls could be painted with special stencils to delineate exactly where parking on the street is permitted. Gail Hibbard/Coates 2nd made a MOTION to direct staff to have the DPW crew and Blackstone Landscaping trim up the limbs on the large evergreen tree at the entrance to Mohr Road Park, abate the grass that is covering the stepping stones that lead to the lakefront shore path, paint the parking stalls on the pavement at the end of Mohr Road, and make the repairs to the lakefront bridge and split-rail fence; and to obtain a cost estimate and mock-up plans for a new direction sign that will lead pedestrians to the shore path. The MOTION carried without negative vote.

Purchase of Picnic Tables for Reid Park, Duck Pond Dog Track & Mill House Pavilion

Hayden stated that the Park Commission could allocate up to \$1,200 of its budgeted funds for the purchase of picnic tables. Adams received a price quote from RJ Thomas Mfg. Co, Inc., Cherokee, IA for Pilot Rock extra heavy duty picnic table frame kits for \$199 each. Adams stated that the wood required for the picnic tables will cost about \$42 each, plus an additional \$15 to \$20 for the bolts. There also will be freight charges for shipping. Following discussion the Park Commission decided to recommend the purchase of four picnic tables frame kits from RJ Thomas Mfg. Company, Inc., Cherokee, IA for \$199 each, plus the necessary wood and bolts to construct the new tables. One of the new tables will be placed at the Duck Pond Recreation Area dog walking track, one will be placed at the Mill House Pavilion, and two will be used in Reid Park. Wilson/Lobdell 2nd made a MOTION to recommend the purchase of four Pilot Rock picnic tables frame kits from RJ Thomas Mfg. Company, Inc., Cherokee, IA for \$199 each, and the purchase of the necessary wood and bolts for the DPW crew to construct the new tables, for a total cost not to exceed \$1,200. The MOTION carried without negative vote.

Arbor Day Proclamation & Donation Approval for Program at Fontana Elementary School

The annual Arbor Day Proclamation required for the Tree City USA status was approved by the Village Board and published in the Regional News. The Arbor Day Program at Fontana Elementary School will be held Friday, April 26, 2013 at 1:00 pm. The Park Commission annually donates \$250 for the program. Wilson/Lobdell 2nd made a MOTION to approve the \$250 donation to the Fontana Elementary School for the annual Arbor Day Program, and the MOTION carried without negative vote.

New Business

Beach House Exterior Clock – Lynne Frost

Lynne Frost stated that she did some research for a clock to be mounted on the exterior wall of the beach house, facing the water. Frost stated that the clock face should be at least 24 inches wide. Frost stated that she located some clocks that cost up to \$1,000, but less expensive options are available with shorter or no warranty periods. Hayden stated that she could check with Adams (who had left the meeting prior to the agenda item) and inquire if a standard clock could be protected from the weather and wear and tear with some sort of plastic covering or case. The Park Commission members also discussed the idea of purchasing a 24-inch clock face that could be mounted on a larger background. Further research will be completed and the item will be discussed again at the next monthly meeting.

Park Permit Applications Filed by Carolyn Ebley, Fontana Beach or Reid Park Gazebo, Wedding Ceremony, Saturday, June 8, 2013, 7:00 am; MPC, Inc., Duck Pond Recreation Area/Duck Pond Pavilion with Beer/Wine Permit, Company Picnic, Saturday, June 15, 2013, 11:00 am to 4:00 pm; Big Foot Recreation District, Duck Pond Recreation Area, 2013 Summer Season Events; Big Foot Ball and Glove Program, Reid Park and Duck Pond Ball Fields, 2013 Summer Season Schedule

The proposal for Carolyn Ebley to hold her wedding ceremony on the beach was presented at last month's meeting without concern since the event is proposed to begin at 7:00 am on Saturday, June 8, 2013 and will be over before the municipal beach is open for the day. The Reid Park Gazebo is also being reserved in case of inclement weather. Wilson reminded staff that the beach will have to be opened and groomed earlier than usual on June 8, 2013 to accommodate the wedding. There are no conflicts with the other Park Permit applications on the agenda. Martin stated that the soccer program that uses the fields at the Duck Pond Recreation Area has not submitted its dates to be added to the village calendar.

Lobdell/Sandra Hibbard 2nd made a MOTION to recommend Village Board approval of the Park Permit

applications filed by Carolyn Ebley for the Fontana Beach or the Reid Park Gazebo on Saturday, June 8, 2013, at 7:00 am; by MPC, Inc. for the Duck Pond Recreation Area and the Duck Pond Pavilion with a Beer/Wine Permit on Saturday, June 15, 2013, from 11:00 am to 4:00 pm; by the Big Foot Recreation District for the Duck Pond Recreation Area for its 2013 summer season events; and by the Big Foot Ball and Glove Program for the Reid Park and Duck Pond ball fields for its 2013 season schedule. The MOTION carried without negative vote.

Any Other Comments/Concerns

None

Adjournment

Sandra Hibbard/Wilson 2nd made a MOTION to adjourn the meeting at 7:16 pm, and the MOTION carried without negative vote.

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

Approved: 5/15/13