

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Official Minutes)

MONTHLY MEETING of the PARK COMMISSION
Wednesday, June 20, 2007

Chairman Rick Treptow 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: Treptow, Dawn Sammons, Jill Wegner, Sarah Lobdell, Laurie Larson (arrived at 6:20 pm), Trustee Joe Bidwill

Park Commissioners absent: Brent Horvath, Sharon O'Brien

Also present: Carolyn Esswein, Terry Guen, Village Administrator Kelly Hayden-Staggs, Library Director Nancy Krei, Village Clerk Dennis Martin, CDA Executive Director Joseph McHugh, Trustee Micki O'Connell, Village President Ron Pollitt, Tom Vanderpoel

Approval of Minutes

Lobdell/Sammons 2nd made a MOTION to approve the minutes submitted for meetings held May 3, 16 and 17, 2007, as presented, and the MOTION carried without negative vote.

Visitors Heard

None

Announcements

Treptow stated that the Garden Signs for the Fontana Fen have arrived from Agrecol, and the Park Commission received thank-you notes from Fontana Elementary School fourth-grade teacher Kim Epping for the commission's annual Arbor Day donation, and from Stu Bagni for trimming the lilac bushes in Pioneer Park.

General Business

Park House Use

Treptow reported that the Park House was used 16 times in May 2007.

Treasurer's Report

The Financial Report as of May 31, 2007 was presented by Lobdell.

Old Business

Christmas Décor Sub-Committee – Update

Wegner stated that a first meeting of the subcommittee has not been held.

Mill House Pavilion – Update

Treptow stated that the Village has not received any additional donations since last month. President Pollitt stated that the DNR still has not marked the high-water level for the foundation surveying work, and there is a need for the planning committee to meet to decide about the use of old barn timbers for the project.

Landscape Plans – Reid Park Restrooms Update

Treptow stated that all the plants have been put in their proper places, including the boxwoods and the relocated crab trees.

Landscape Plans – Library/Village Hall Update

Treptow stated that installation of the plan has been started. The plants selected by Roy Diblik have to be planted and the statue has to be replaced. Trustee O'Connell stated that she talked to Sharon O'Brien, who indicated the plants selected by Diblik will be delivered. After the statue is put back in place, more flowers will be planted in the area. Treptow stated that the large concrete wall is two-toned and looks bad. McHugh

stated that the contractor is coming out to look at the wall to determine the cause of the patchy look.

Landscape Plans – Chuck’s Update

Treptow stated that all the plants have been put in at Chuck’s and it looks like the area could use a few more evergreens and lilacs. Treptow stated that Jamie Howell planted sod leading from the path up the side deck and it looks good.

Landscape Plans - Duck Pond Project/North Entrance (Terry Guen)

Terry Guen and Tom Vanderpoel presented the landscaping plans for the first portion of the CDA’s Duck Pond Project. The CDA allocated \$150,000 for the initial portion for the project, which is scheduled to commence in August. Guen stated that if more money had been allocated, she would have proposed more mature plants and trees that would have grown in quicker than younger, less expensive plants and trees. Guen stated that the plan will feature the same species of plants, it will just take longer for them to grow to maturity. Lobdell stated that she is still concerned that the CDA is planning to spend a lot of Tax Incremental District funds on the installation of the prairie restoration proposal, the maintenance expenses will have to be added to the Park Commission budget when the initial contract expires. Lobdell stated that there are other park areas in the Village that need more attention than the Duck Pond north entrance area. Treptow stated that he agrees with Lobdell and the funds should be spent on plantings in other locations. Lobdell stated that as far as the landscaping plant selection, the Park Commission prefers plants that will require the least amount of maintenance possible. McHugh stated that the Department of Public Works already mows the area and the only other anticipated maintenance required in developing the natural restoration will be controlled burns. McHugh stated that Fontana Fire Chief Jon Kemmett has indicated that the controlled burns can be executed for no cost by the Fontana Fire Department for training sessions. Treptow stated that the Park Commission needs to know what the proposal will cost to maintain when the initial contract terminates. Treptow stated that the project costs for the first three years will be included in the initial contract; however, the Park Commission will have to budget for the expenses thereafter. Following discussion, the Park Commission was in consensus that they like the proposed landscaping plan as presented, but they are concerned about the cumulative affect of the completed project on the park maintenance budget. Treptow stated that the landscaping plan will provide a good start toward developing a pedestrian path from Highway 67 to the Duck Pond Recreation Area. The Park Commission was in consensus that it favored Options 1, 2 and 4 as presented, incorporating option area 4 costs of \$8,000 additional into the proposed \$150,000 initial plan. The Park Commission also directed Guen to provide maintenance expense cost estimates for the third, fourth and fifth years of the landscaping plan for the north entrance area.

Landscape Plans – Hildebrand Entrance No Mow Grass Update

Treptow stated that there have been concerns expressed with regard to the no mow grass that was planted at the entrance to the Hildebrand Nature Conservancy. Treptow stated that the grass has grown higher than anticipated. Treptow stated that the grass was mown down to about 5 inches in height, and it looks much nicer. The Park Commission was in consensus that the no mow grass should be mowed once every three or four weeks, down to a height of 5 inches, and Treptow will discuss with Brickman this mowing.

Larson/Wegner 2nd made a MOTION to direct the maintenance staff to mow the no mow grass once every three or four weeks, down to a height of 5 inches, and the MOTION carried without negative vote.

Landscape Plans – Porter Court Plaza (Container Irrigation & Planting Selections)

The Park Commission was in consensus that the plant list and container irrigation plan were fine as presented.

Beach Fence – Site Plan & Fence Design (Planning & Design Institute)

Carolyn Esswein of PDI presented the proposed site plan for the proposed new fence along the boundary of the municipal beach and the Village owned area known as Country Club beach and privately owned property at the east end. During the discussion, it was noted that the layout was fine; however, a location will be required to accommodate bicycle racks and two other slight adjustments will be required along the proposed fence route. The gate area and the spot where the fence hits the beach house need to be adjusted. The Park Commission was in consensus that the proposed fence should be designed to prevent the new fence from the blocking the view of the lake. The Park commission also was in consensus that the pickets on the bottom of the fence should be deleted and the pickets on the top, if any, should not be pointed

Sarah Lobdell left the meeting at 7:25 pm.

The Park Commission directed PDI and staff to determine the total cost difference between a fence designed with a top railing included, and one without a top rail included which would allow for pickets extending upward.

Wayfinding Program – Revised Sign Designs (Planning & Design Institute)

McHugh stated that after the last meeting of the wayfinding sign subcommittee, he contacted the Department of Transportation and received the required signage specifications. PDI worked with the previously approved colors and design and incorporated the DOT standards on four different options, with the exception of the color red that was removed. The font, point size and height of the signs are all dictated by the DOT, and the previously approved signs did not meet the minimum standards. The Park Commission was in consensus that the 4-inch point size should be used, and the word “elementary” should be removed from the “elementary school” sign to shorten allowing for larger letters. The Park Commission directed PDI and staff to prepare a sample sign with four destinations listed on sign using the 4-inch, “Type C” font with white letters, and with the sign mounted on two posts.

Parks Sponsored Community Events – Family/Community Picnic

Following discussion, the Park Commission was in consensus that the picnic event has not been planned well enough to hold it on the initially scheduled date of July 8, 2007. The picnic will be rescheduled to show off the new improvements at the Duck Pond sometime next spring or early summer due to road construction this August and after.

Garden Club – Bench Donation Fen Update

Treptow stated that the Garden Club will be ordering a bench from the catalog that the Park Commission used to select benches for other Village parks. The new bench will be placed in the Fontana Fen.

Van Slyke Creek – Update

Wegner stated that her husband, Wes Milner, met with representatives from Agrecol, the USDA and Trout Unlimited and they toured the creek and made a list of 14 recommendations to initiate the project. A culvert under South Main Street will have to be lowered about one foot and an existing blockage removed in order to make the project eligible for the U.S. Department of Agriculture Natural Resources Conservation Service’s Stream Habitat Improvement and Management grant monies. Treptow stated that the culvert is located by a very steep slope across the street from Fontana Elementary School, and it has been in need of attention for years. Wegner stated that expenses for lowering the culvert are not covered by the grant monies. The grant funds will be used for the required stream restoration work at the headwaters. The Park Commission directed Public Works Director Craig Workman to meet with USDA engineer Mark Steinfest to determine the scope and potential cost of the project to lower the culvert. Wegner stated that the portion of the creek that crosses property owned by the Fontana Elementary School District also is in need of restoration work. The Park Commission was in consensus that the new members on the Fontana Elementary School District Board of Education may be more receptive to working with the Village in the portion of the creek that crosses school district land. Wegner stated that portion of the creek is in very bad shape and in need of attention. Wegner stated that the creek needs to be completely cleared of brush and the culverts installed so that trout will be able to swim back and forth up stream. After Workman meets with Steinfest and a cost estimate is calculated, the proposal to lower the culvert under South Main Street will be presented to the Village Board for consideration.

Brick Program – Program

Sammons stated that she has been unable to contact the company that supplied the bricks for the program the first time it was instituted. Sammons asked for possible other sources to purchase the bricks.

New Business

Pet Waste Problems

Treptow stated that Brent Horvath proposed addressing an increasing problem of pet waste at the beach and lakefront park areas. Treptow distributed copies of “Paw Pal” disposal bags and receptacles that could be placed in the beach and lakefront park areas.

Memorial Tree Reid Park

Treptow stated that he was contacted by Sue Mafia, who would like to purchase a tree to have planted in a

Village park as a Memorial Tree. Treptow stated that Mafia preliminarily suggested planting the tree in the open area behind Chuck's; however, that area has been planned for another possible use in the future." Treptow asked for ideas for other possible locations, and the Park Commission members suggested a location at the Duck Pond Recreation Area near the pavilion, or at the Village Hall in one of the landscaped areas. When the location is finalized, the Park Commission will help determine the appropriate species of tree to plant. Treptow will contact Sue Mafia with the suggestions.

Tree Reforestation – Reid Park and Duck Pond

Treptow stated that the Memorial Tree in Pioneer Park, planted for Jean Harvey, has died and needs to be cut down and replaced. Treptow stated that the tree most likely died after being struck by lightning. Treptow stated that Brickman can cut the tree down and he asked for possible locations to plant a replacement tree. Treptow stated that the Village has received some complaints about the tree blocking views of the lake, and if there is not a reason why Pioneer Park was selected for the location of the Jean Harvey Memorial Tree, now would be a good time to relocate the tree. Treptow stated that three dead trees at the Duck Pond also need to be cut down and replaced.

Wegner/Larson 2nd made a MOTION to cut down the three dead trees at the Duck Pond and to plant replacement trees, and the MOTION carried without negative vote.

The Jean Harvey Memorial Tree in Pioneer Park has to be cut down because it is dead, but the Park Commission was not sure where to have a new tree planted. Treptow will contact the family members and determine if there is a reason that the tree should be replanted in a location in Pioneer Park, or if it can be planted elsewhere -- such as at the Hildebrand Nature Conservancy. The Park Commission was in consensus that the tree should be cut down and a location for a replacement tree will be determined after the Park Commission receives input from the family.

Sammons/Wegner 2nd made a MOTION to have the Jean Harvey Memorial Tree in Pioneer Park cut down because it is dead, and to determine at a later date the location for a replacement tree to be planted, and the MOTION carried without negative vote.

Bills to Pay

The Village received the annual bill to renew its Tree City USA status. The Park Commission was in consensus that the \$25 level should be approved.

Larson/Sammons 2nd made a MOTION to approve payment of the \$25 renewal fee for the Tree City USA designation, and the MOTION carried without negative vote.

Park Requests

Treptow stated the Village received an application from Frank Dobbs for the annual Marathon, scheduled for May 10, 2008. There are 800 people anticipated for the event.

Wegner/Larson 2nd made a MOTION to approve the Park Permit application as submitted by Frank Dobbs for use of the gazebo on May 10, 2008 for the annual marathon, and the MOTION carried without negative vote.

Any Other Comments or Concerns

Larson stated that she has concerns with regard to the enforcement of the Tree Ordinance by the Building and Zoning Department. Treptow stated that a log of the issued Tree Permits has not been distributed to the Park Commission since last year. Treptow stated that he was concerned that a Tree Permit was issued to Bruce Wilkinson to cut down diseased and dying trees on his lot in the Country Club Estates subdivision. Treptow stated that under the terms of the amended Tree Ordinance, a certified arborist could be contracted for an expert opinion in determining if a tree is dead or diseased. A certified arborist can make the determination if a tree is dead or diseased. Treptow stated that he will review the Wilkinson Tree Permit application with Building Inspector Ron Nyman, and he will request a list of the Tree Permits issued this year from Assistant Zoning Administrator Bridget McCarthy.

Pending Park Commission Items for Future Agendas

1. Landscape Plans for Mill House Pavilion and VOF/Pheasant Ridge Parcel at County Highway B & Indian Hills Road
2. "Summer Breeze"
3. Fontana-Walworth Pedestrian Connection
4. Comprehensive Outdoor Recreation Plan (CORP)/Upgraded Parks and Open Space Plan

Adjournment

Wegner/Sammons 2nd made a MOTION to adjourn the meeting at 8:34 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: 7/18/07