

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, July 20, 2011

Chairperson Cindy Wilson called the meeting of the Park Commission to order at 6:00 pm in the Meeting Room at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Park Commissioners present: Sarah Lobdell, Laura Coates, Gail Hibbard, Trustee Wilson, Dan Green

Park Commissioners absent: Sharon O'Brien, Sharon Conklin

Also present: Jeff Fisk, Lynne Frost, Administrator/Treasurer Kelly Hayden, Village Clerk Dennis Martin

Approval of Minutes

Lobdell/Hibbard 2nd made a MOTION to approve the minutes for the meeting held June 15, 2011, as presented, and the MOTION carried without negative vote.

Visitors Heard

Fontana Garden Club President Lynne Frost thanked the Park Commission for use of the Porter Court Plaza for the club's annual Garden Fair on Memorial Day weekend. Frost stated that the Porter Court Plaza was a fantastic site and the club netted \$9,073 at the event. Frost also presented a \$1,100 check to the Park Commission and stated that the club would like the Park Commission to allocate \$500 of the funds for garlic mustard abatement at the Hildebrand Nature Conservancy, \$350 for use on the Duck Pond prairie restoration project, and \$250 for the purchase of more perennials for planting at Pioneer Park. Frost stated that the Garden Club members will help the Park Commission with planning and implementation. Hibbard stated that the garlic mustard is growing out of control again at the Hildebrand Nature Conservancy, and the \$500 can be used for professional guidance to direct the abatement of the garlic mustard next spring. Hayden stated that the Village has been receiving the benefit of free manpower from inmates at the county Huber Dorm, who perform community service hours. Hayden stated that with one-day advanced notice, the county can assign community service hours for municipal projects, including the garlic mustard pulling in May. The Park Commission directed Martin to make a note to have an agenda item at the monthly meeting in April 2012 to plan for the abatement of the garlic mustard at the Hildebrand Nature Conservancy in May 2012. Wilson thanked the Garden Club for the generous donation and for the offer to continue to provide volunteer assistance with the Park Commission projects. Wilson stated that in the future when the perennials planted in the village median areas need to be thinned out, the plants can be donated to the Fontana Garden Club for its annual Garden Fair as a way of thanking the club for all its support.

Announcements

The Wisconsin DNR and the local chapter of Trout Unlimited will be conducting a workday in Van Slyke Creek on Saturday, September 17, 2011. The plans for the day include plugging a cave-in adjacent to the stream using sandbags and rock, brushing an 8-foot-wide path to the work site, stockpiling sand for filling sandbags, narrowing the stream in selected locations using biologs and rock, installing woody habitat using stream bank trees, and pulling aquatic vegetation presently clogging the stream. The workers will be using wheel burrows and/or all terrain vehicles to move the sand, rock and biologs; no heavy equipment will be used. Martin stated that Library Director Nancy Krei requested that an announcement be made for the library's Monday, July 25, 2011 public program that will begin at 10:00 am in the Village Hall meeting room. The "Whirlwind Tour of the World" program will be presented by Mary Carroll Donahoe, director of the Geographical Society of Philadelphia.

General Business

Park House Use

The Park House was used 9 times in June 2011.

Treasurer's Report

The updated treasurer's report as of June 30, 2011 was presented by Lobdell.

Plan Commission Report

Lobdell stated that the project to rewrite Chapters 17 and 18 of the Municipal Code is continuing, and the initial draft of Chapter 18 is being tweaked to address items that came up at the last joint workshop meeting with the Village Board. The next joint workshop meeting to present the redrafted Chapter 18, and the new Chapter 17, will be scheduled for Monday, August 29, 2011 at 6:00 pm.

Public Works Report

Hayden stated that water damage to the roof at the Park House resulted in a portion of the ceiling caving in. The damage is in the back of the building above the utility room. Hayden stated that the card clubs are still using the Park House, with the back utility room area blocked from use. Hayden stated that the whole building will be structurally evaluated prior to making a decision on spending any funds to repair the ceiling, and she just wanted to provide an update for the Park Commission members. Hayden stated that as well as the water damage to the ceiling, the building may be filled with mold and mildew. Wilson stated that if the Park House has fallen into a state of disrepair and the decision is made to raze it, a good proposal for the site which has been discussed in the past is the development of a small parking lot for resident "F" sticker parking only.

TID Maintenance – Items/Update

The report was updated and distributed. Lobdell stated that the grass area at the Mill Street entrance to the Hildebrand Nature Conservancy needs attention. Wilson stated that the item should be added as an ongoing task. The area initially was planted with "no mow" grass; however, the Park Commission decided to have the grass cut on a regular basis in order to make the area look better. Martin stated that he will check with Public Works Director Craig Workman to make sure the area is included with the Brickman contract, or that it is taken care of by the DPW crew.

Old Business

Porter Court Plaza Improvement Plan – Update on UW-Extension Soil Testing

Hibbard stated that she received the results of the soil test and copies were distributed. Hibbard stated that the test of the soil composition and its suitability for growing trees indicates that nitrogen and phosphorus needs to be added to the soil before and after the planting of new trees.

Duck Pond Recreation Area 20 Dead Trees – Replacement Recommendation from Tom Vanderpoel

Workman reported prior to the meeting that he had not yet discussed the tree replacement recommendation with Tom Vanderpoel. Hibbard stated that Vanderpoel may be very busy at this time of the year and she hopes he will be available later in the summer. The appropriate time for planting trees is in the spring or fall, so there is still time to make a decision on what types of trees to replace the dead oak trees at the Duck Pond. The trees are under warranty and the village has been informed that the area is not really suited for oak trees to thrive and another species will have a better chance of surviving.

Hildebrand Nature Conservancy Annual Monitoring Tour Report

The Geneva Lake Conservancy conducted the annual monitoring tour; however, the report has not yet been submitted.

Pig in the Park Planning for September 3, 2011 Reid Park Fund-Raiser

Hayden stated that the Park Commission had to make an official recommendation on the special event permit filed for use of Reid Park and on the Temporary Liquor License application filed for the fourth annual Pig in the Park event on Saturday, September 3, 2011. Hayden stated that the seating area will be slightly expanded this year, and hay wagons may be used. Jeff Fisk suggested that the Park Commission may want to consider another attraction at the event to raise funds similar to a "Kiss the Pig" fund-raiser the employees at the Grand Geneva Resort recently conducted. Fisk stated that the person who has the most money pledged in their name has to kiss a piglet. Dan Green stated that he may be able to get a baby pig for a similar event at the Park Commission's Pig in the Park event. Lobdell stated that she will be contacting area youth sports teams and organizations to solicit volunteer help at the fourth annual event. Lobdell stated that it would be nice to expand the volunteer base for the event. Hayden stated that Lobdell could meet with the planning subcommittee for assistance in coordinating the volunteer work staff. Hayden also asked if the Park Commission members if they wanted to have the cost of the tickets increased from \$10, and the members were in consensus that the price should not be changed.

Lobdell/Green 2nd made a MOTION to recommend Village Board approval of the special event permit and the Temporary Liquor License application as presented for the Pig in the Park event in Reid Park, Saturday, September 3, 2011, from 3:00 to 10:00 pm. The MOTION carried without negative vote.

New Business

Tree Maintenance Concerns on Village Owned Property on Mesita Drive

The village received an emailed message from Elm Drive residents Tom and Tracie Schirtzinger stating their safety concerns with some dead and dying trees on the village owned Mesita Drive lots that abut their property. Workman reported prior to the meeting that the Village will be contracting with a tree service later in the year to do some tree removal projects on village owned land, and the trees on the vacant Mesita Drive lots will be added to the work list.

Ginny Polkow Request for Return of \$200 for Memorial Tree Donation

Garden Club President Lynne Frost stated that Ginny Polkow, the wife of the late George Polkow, requested that a \$200 donation to purchase a memorial tree to honor George Polkow be returned. Ginny Polkow has planted a tree in her subdivision and she would like the \$200 to pay for that tree. At its January 20, 2010 meeting, the Park Commission approved the acceptance of a \$200 donation from the Fontana Garden Club on behalf of the Whowell family for a memorial tree to be planted for George Polkow in a lakefront location that was to be determined. The Park Commission wanted to make sure the tree would be planted in a permanent location since the donation was made during the planning period for the CDA Lakefront Building Project. The lakefront project was denied in a referendum and there was no new landscaping plan approved for Reid Park and Lake Street. The Park Commission members were going to determine a location for the tree during their annual summer Park Walks, as well as determine potential locations in all the village parks for other memorial trees if and when proposals for memorial trees are submitted. The recently adopted Memorial Tree Program has to be supplemented with a map of locations for future memorial trees. Following discussion, it was determined that memorial tree proposals that are submitted in the near future can be used to replace some of the dead trees at the Duck Pond and at the Hildebrand Nature Conservancy. Hayden stated that if Ginny Polkow submits the \$200 invoice for the memorial tree she planted in her subdivision, that the Village will pay the invoice.

Lobdell/Green 2nd made a MOTION to recommend Village Board approval of allocating the \$200 donation made by the Fontana Garden Club on behalf of the Whowell family to pay for the \$200 tree Ginny Polkow had planted in her subdivision in memory of the late George Polkow. The MOTION carried without negative vote.

Hildebrand Nature Conservancy Trailhead Relocation Proposal

In an emailed message to Geneva Lake Conservancy Land Protection and Operations Manager Lynn Ketterhagen, Workman states that the village would like to relocate the west trailhead as part of an ongoing boardwalk maintenance project. Workman states that by relocating the trailhead to the west, the Village will avoid having to cut in any stairs and access to the boardwalk can come right off the existing gravel path that leads to the Mill House Pavilion. Ketterhagen indicated in an emailed message to Workman that the area immediately surrounding the Mill House Pavilion on the west side of the property is not subject to the terms of the conservation easement. Ketterhagen stated that in a resolution that the Geneva Lake Conservancy Board of Directors adopted earlier this year, the inclusion of the boardwalk was authorized as well as the relocation of the trail since it will benefit the area by producing less traffic and erosion in the western, wet area of the trail.

Wilson/Lobdell 2nd made a MOTION to approve the relocation of the west trailhead of the Hildebrand Nature Conservancy boardwalk path to location No. 3 as depicted on the exhibit distributed at the meeting, and the MOTION carried without negative vote.

Park Permit Applications: Lower Gardens Association, Park House, Saturday, August 13, 2011, 10:00 am to Noon; Chris McKinlay, Duck Pond Pavilion, with Beer & Wine Permit, Friday, July 29, 2011, 4:00 to 8:30 pm; Geneva Lake United Soccer Club, Duck Pond Recreation Area and Pavilion, Saturday, October 1, 2011, All Day

Martin stated that the Lower Gardens Association application was amended to request the use of the Park House on Saturday, August 13, 2011, from 10:00 am to noon. The initial application and agenda stated that the association wanted to use the Park House on August 6, 2011. Martin stated that there are no conflicts with the dates requested for all three permit applications. The association and the Geneva Lake United Soccer

Club requested that the application fees be waived.

Lobdell/Green 2nd made a MOTION to recommend Village Board approval of the Park Permit applications filed by the Lower Gardens Association for the Park House on Saturday, August 13, 2011, from 10:00 am to noon; by Chris McKinlay for the Duck Pond Pavilion, with a Beer and Wine Permit, on Friday, July 29, 2011, from 4:00 to 8:30 pm; and by the Geneva Lake United Soccer Club for the Duck Pond Recreation Area and Pavilion on Saturday, October 1, 2011, all day; and that the application fees be waived for the Lower Gardens Association and the Geneva Lake United Soccer Club. The MOTION carried without negative vote.

Any Other Comments/Concerns

None

Adjournment

Lobdell/Green 2nd made a MOTION to adjourn the meeting at 6:41 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: 8/17/2011