

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN  
(Official Minutes)  
MONTHLY MEETING of the PARK COMMISSION  
May 20, 2015

Park Commission Chairman Tom Whowell called the meeting to order at 6:00 pm at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**Park Commissioners present:** Trustee Tom Whowell, Mary Green, Laure Coates, Sandra Hibbard, Gail Hibbard, Lynne Frost

**Park Commissioner absent:** Sarah Lobdell

**Also present:** Clerk Theresa Linneman, Administrator Dennis Martin, DPW Manager Brett McCollum, Trustee Rick Pappas

**Approval of Minutes**

The minutes were inadvertently left out of the meeting packets; however, they were sent out via email last month and several of the commissioners stated they read them and would like to recommend approval.

Gail Hibbard/Coates 2<sup>nd</sup> made a MOTION to approve the meeting minutes for April 15, 2015, as presented, and the MOTION carried without negative vote.

**Visitors Heard**

None

**Announcements**

Martin stated he received an email from Rebecca Haldeman, who is a member of a volunteer group that is assisting the Big Foot Area School District organize and install a set of Little Free Libraries in the area communities. Haldeman's email seeks authorization to set up one of the Little Free Library Program boxes in Reid Park. The program uses mailbox-like structures and designates them as a small scale library that holds children's books. Children can take and return books at their leisure and can even keep a book if it is one they really like. Martin said if the Park Commission favors the program it could be placed on next month's agenda for further discussion and to come up with workable locations as it doesn't necessarily have to be in Reid Park. The members were in favor of the idea and it will be placed on next month's agenda. Martin also announced the library will be closed from June 8 to 17, 2015, for new carpet installation. He added the Garden Club will have their annual Memorial Day sale this weekend at Porter Court Plaza.

**General Business**

**Park House Use**

The Park House was not used in April, 2015. Gail Hibbard suggested lowering the fee because she feels it is too high and might be a deterrent to groups that may otherwise use the facility. Frost agreed and said Elkhorn has a much nicer facility at its Public Library with a kitchen and charges a much lower fee. Martin stated that staff will present a proposed lower rate for the Park House at the next monthly meeting.

**Treasurer's Report**

In Lobdell's absence, Whowell passed around the Treasurer's report as of April 30, 2015. Martin stated that the report reflects the correction directed last month regarding the allocation of a recently paid \$1,600 Tree Ordinance fine to the Park Commission's Tree Reforestation Fund.

**Plan Commission Report**

There is no monthly Plan Commission meeting scheduled for May, 2015. At the April Plan Commission meeting a public hearing was held regarding a recent court ruling which repealed the 35-

acre per dwelling unit density requirements for extraterritorial plat reviews. A second public hearing was held regarding a Planned Development zoning amendment petition filed by John Tracy and his Hartland Holdings, LLC, for the Lakeview Terrace condominium proposal at Third Avenue and Reid Streets. Both items received a favorable response and were recommended for Village Board approval, and both were approved at the Village Board Meeting held May 4, 2015.

### **Public Works Report & Park Commission Maintenance List**

The portion of the maintenance list highlighted in yellow was added to denote the weeding of Pioneer Park and Martin said if anyone has any additional concerns, to let staff know and it will be added to the list. McCollum gave an overview of the fountain and pump at Porter Court Plaza, which has had many problems over the years, mainly due to hard water and lime buildup within the pipes and pump. The fountain needs a new pump which should range between \$2,500 and \$5,000. DPW will conduct preventative maintenance with the new pump in order to prevent future build-up which would cause the same problems to arise. The replacement of the pump will not cause the look of the fountain to change. The Commissioner's agreed to let McCollum go ahead with the replacement; they did not believe they needed to approve every step in the process. Gail Hibbard commented the Porter Court Plaza looks really nice and Roy Diblik from the Northwind Perennial Farm has done a great job. She asked whether it would be appropriate to put up a sign that the area is designed and maintained by Diblik's, however, Martin stated it would be difficult to erect a sign for him, and not every other contracted service provider. Discussion ensued about Diblik's unique role in the village because he provides some services and products free of charge to the Village. Later in the meeting, Whowell suggested that an area in the garden by the new library parking lot on the north side of Second Avenue could be designated to recognize Park Commission donors.

### **Old Business**

None

### **New Business**

#### **Big Foot Recreation District Park House Summer Programs**

Martin stated that there are no conflicts with the proposed Big Foot Recreation District Summer Programs at the Park House on June 11, June 25, July 16 and August 6, 2015 from 9:30 – 10:30 am. Gail Hibbard/Sandra Hibbard 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Big Foot Recreation District Park House Summer Program dates as listed, and the MOTION carried without negative vote.

#### **Park Permit Application Filed by Geneva Lake United Soccer Club, Duck Pond Pavilion, June 6, 2015**

The Geneva Lake United Soccer Club filed an application for the Duck Pond Pavilion on June 6, 2015. There are no conflicts with the date and as a non-profit organization, they requested the fee waived.

Gail Hibbard/Sandra Hibbard 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Park Permit Application filed by Geneva Lake United Soccer Club at Duck Pond Pavilion on June 6, 2015, and waiver of the fee, and the MOTION carried without negative vote.

#### **Park Permit Application Filed by Derrick Goetsch, Duck Pond Pavilion with Beer/Wine Permit, June 27, 2015**

Derrick Goetsch, who is an officer with the Fontana Police Department, filed a Park Permit application for the Duck Pond Pavilion on June 27, 2015 with a Beer/Wine Permit. Martin asked the Committee for permission to charge him the resident rate since he is a Fontana employee.

Gail Hibbard/Green 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Park Permit Application filed by Derrick Goetsch for the Duck Pond Pavilion with Beer/Wine Permit for June 27, 2015 at the resident rate, and the MOTION carried without negative vote.

#### **Bench Donation – Bob M.**

Whowell stated Bob Moravacek is a member of the Protection Committee and his father recently passed away. He would like to donate a bench to the Village in his father's name and have it placed in Reid Park between two trees down at the lakefront, where his dad frequently visited. Martin said

there is a designated process for anyone who wants to donate a bench or a tree in memorial of someone and the form is located on the Village's website. Frost was concerned that a tree purchased several years ago was apparently not planted for a lengthy amount of time after payment was received, so they money was refunded to the purchaser. Martin indicated that he was unaware of that and has been covering the Park Commission Meetings for over five years, and thought maybe it was that incident that spawned the designated process for applying for a tree or bench. He said as far as he knows, every tree or bench that has been purchased has been planted or installed. Frost said she also has an issue with the Garden Club's bench which was stored for several years and is now at the Mill House Pavilion because it is not uniform with the rest of the benches down by the Lakefront. Later in the meeting, when discussing Sam's Garden, the idea was brought up to relocate the Garden Club bench in Sam's Garden which the commissioner's favored. The Garden Club Bench will be placed on next month's agenda for follow up.

### **Authorize Tree and Bush Trimming on Village Well Lots**

Whowell stated he was not sure if anyone knew that the Village Well No. 1 property located on Brick Church Road has a large wooden area behind the well building that is used by area residents as a recreation area. Walworth Township property owner John Foster, who is the City of Lake Geneva's arborist, resides on the property located directly to the west of Well No. 1. It was reported that Foster cleared brush on the property including invasive species, made a trail, and reportedly cut down several trees. Martin said it might not have been an issue if he would have come to the Village to ask for permission prior to cutting down some trees and clearing out the bushes. McCollum said he believed Foster cut down some trees that should not have been removed and felt it is obvious he cleared out a path for hunting. He added that liability is a concern if he were to get hurt on the property. The Commissioners said they need to be sure Foster is not removing anything that is protected and recommended contacting Tom Vanderpoel before they would consider granting any permission to Foster to alter the land.

### **Entrance to Library – New Parking Lot/Sam's Garden**

Due to the pending construction of the new townhomes approved for the Shodeen Construction Company on the corners of Third/Second Avenues and Douglas Street, Sam's Garden located by the old library parking area off Second Avenue will need to be relocated as it is on the Shodeen's property. The proposed new location for the garden is behind the recently asphalted parking area located on the Village's property behind Village Hall. This is also the suggested location for the Fontana Garden Club bench to be relocated from the Mill House Pavilion, if so desired by the Garden Club members. Martin asked whether the Commission would like to designate the Garden Club to coordinate the transplanting of the perennials and trees in the old Sam's Garden area and the planning and planting of additional plants and trees. Gail Hibbard and Frost said they would like to talk to Roy Diblik first before anything is moved. They agreed to develop a plan and work together with the Garden Club, Roy Diblik, and Village staff in order to make an appropriate transition.

### **Park Bathrooms**

Whowell stated the Port-a-potty located in Pioneer Park at the Village's boat launch is not maintained like it should be and proposed the construction of permanent restroom facilities. He said there is already water and sewer lines located in the area and believes the Big Foot Lions Club may be willing to contribute a donation to the project once the initial planning is complete. Martin indicated the creation of bathrooms at that location has been on the Park Commission's wish list for several years and recommended going over the topic with Park Commission Treasurer Sarah Lobdell. Discussion ensued regarding opening and closing of Village bathrooms and McCollum indicated there are now timers that can be installed which automatically lock and unlock the doors alleviating the responsibility from the police department and DPW. Whowell referenced Agenda Item No. 13 and stated building permanent bathrooms could be his pet project.

### **Donations/501c3 Organization Update**

Martin stated that the current Board of Directors for the inactive 501c3 Friends of Fontana organization have agreed to appoint replacement board members prior to stepping down and handing over the leadership of the organization. Gail Hibbard stated that she spoke to Cindy Wilson and Joseph McHugh about becoming new officers; however, she asked if Friends of Fontana officers

were required not be current members of Village of Fontana committees or commissions. Martin stated that he can inquire with the Village attorney if there are any requirements for officers. Martin stated that the Village attorney previously informed him that the minutes for the Friends of Fontana board meeting at which the new officers are appointed will need to be saved with the other organization documents. Whowell asked the commissioners to consider why the organization did not prosper initially and suggested recruiting members that had access to more money.

### **Big Sign on Backstop/General Signage**

Martin gave an overview that promotional signs for non-profit group fund-raisers being held in the Village of Fontana are only allowed under the temporary sign permitting process, and the previously established Park Commission guidelines allow one sign on the Reid Park ball diamond backstop and one of the beach fence for up to 30 days prior to the event date. Martin stated that the Big Foot Lions Club sign for the Lobster Boil and Steak Fry was allowed to be erected for one weekend in May when the State Lions Club Convention was being held at the Abbey Resort.

### **Highway Pick Up & Maintenance (Deer)**

General discussion was held on the responsibility as a community to keep parks and other areas clean. Whowell questioned Blackstone Landscaping, LLC's responsibility with the Village. Martin directed the group to let staff know if there is something to be done or picked up and it can either be added to the DPW maintenance list or if it is something that can't wait, it can be addressed sooner.

### **Juicy Local Gossip**

None

### **Tree City, Bird City, Lakeland Animal Shelter (1.8M)**

Martin announced the Village was recertified as a Tree City USA and Bird City Wisconsin. Whowell indicated a representative from the Walworth County Animal Shelter came to the May Village Board meeting and asked the Village consider giving a donation to help fund the new animal shelter that is being constructed on Highway 67, between Williams Bay and Elkhorn.

### **Pet Project Time – Everybody Needs One**

Whowell encouraged commission members to find a “pet project,” something that has to do with the goals of the Park Commission, and make it their own. He used the example of the planning for the Pioneer Park bathrooms as his pet project.

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

Whowell stated that it is his goal to have the monthly meetings conducted within one hour, and encouraged the members to contact staff with any agenda items for the monthly meetings.

### **Adjournment**

Gail Hibbard/Green 2<sup>nd</sup> made a MOTION to adjourn the meeting at 7:27 p.m., 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: 06/17/15