

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

MONTHLY MEETING of the PARK COMMISSION  
Wednesday, August 15, 2012

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

**Park Commissioners present:** Trustee Wilson, Sandra Hibbard, Mary Green, Gail Hibbard, Sharon O'Brien, Sarah Lobdell (arrived at 6:20 pm)

**Park Commissioner absent:** Laura Coates

**Also present:** Jade Bolack, Administrator/Treasurer Kelly Hayden, Lynn Ketterhagen, Village Clerk Dennis Martin, Trustee Rick Pappas, Director of Public Works Craig Workman

**Approval of Minutes**

Gail Hibbard/Green 2<sup>nd</sup> made a MOTION to approve the minutes for the meeting held July 18, 2012, as presented, and the MOTION carried without negative vote.

**Visitors Heard**

Big Foot Recreation District Director Chuck Thiesenhusen was not able to attend the meeting, but he submitted an emailed message that states a website was launched a few months ago for "Big Foot Area Parks" at: <http://www.parksnreviews.com> and there is an associated mobile app for iPhone and Android smart devices at <http://apps.parksnreviews.com/public/getApp.cfm>. The app provides directions to the parks, outlines features and provides contact information. It also allows people to leave comments about the parks and share it with friends. The district is also printing a QR code in the Fall Program Guide that is scheduled to be mailed by August 25, 2012.

**General Business**

**Park House Use**

The Park House was used 16 times in July 2012 for Big Foot Recreation District summer camp programs. Wilson stated that a fence may be needed along the alley and the back yard at the Park House to prevent children who are playing in the yard from running out from the bushes into the alley. Wilson stated that the new landscaping plantings are staying alive at the Park House thanks to the DPW watering the plants during the drought, and the exterior of the Park House looks very nice. Wilson stated that the exterior of the building also looks very nice because some of the summer camp participants painted rocks that have been placed around the building in the landscaped areas.

**Treasurer's Report**

The updated treasurer's report as of July 31, 2012 was presented by Hayden because Lobdell was not yet at the meeting. Hayden stated that the Park Commission has received about \$2,300 in donations for the Pig in the Park event.

**Plan Commission Report**

Wilson stated that the Plan Commission held a public hearing for the Chapters 17 and 18 rewrite and new Zoning Map project on August 6, 2012, at which some changes were directed and a second public hearing was scheduled for Tuesday, September 4, 2012.

**Public Works Report**

Public Works Director Craig Workman stated the DPW crew has been busy watering because of the drought conditions. Workman stated that some of the water is pumped from the lake; however, there will be a large bill next quarter for the water that was used for the irrigation systems in the parks and along Fontana Boulevard and Highway 67. Workman stated that the Village still has watering restrictions for every other day because of an ongoing project to repaint the Duck Pond standpipe, which will be offline through September.

Workman stated that Roy Diblik will be providing an update and possible suggestions for the maintenance of the perennials in the village's landscaped areas. O'Brien stated that she thinks the Park Commission members are doing a good job making sure the parkland and landscaped areas are all looking nice, especially the new plants at the Porter Court Plaza. A lengthy discussion followed on the oak trees that are struggling to survive at the Duck Pond Recreation Area. Workman stated that some of the most recently planted oak trees may be able to survive, but others appeared to have died already. Wilson stated that the Park Commission members will have to keep an eye on the oak trees and the recommendation they made a few years ago to replace the oak trees planted along the pedestrian path with shrubs or other plantings (which was subsequently denied by the Village Board) may have to be reconsidered.

### **TID Maintenance – Items/Update**

The updated list was distributed. Gail Hibbard stated she has a group of volunteers and Garden Club members who will be harvesting seeds for the Oak Savanna project. Workman stated that the Little Foot Playground ladder and the tiles on the tic-tac-toe game have been repaired. Workman stated that the Park Commission will have to budget to replace or replenish the bark/fill under the swings.

### **Old Business**

#### **Dan Green's Pig in the Park Planning Update for September 1, 2012**

Mary Green stated that a lot of donations are still coming in for the fund-raising event. The only items that are still needed are 400 juice boxes and 20 pounds of butter. Hayden stated that tickets for the event have been delivered, including 75 special tickets for ribs instead of pork sandwiches. Hayden stated that the ribs tickets have to be purchased in advance of the event. Sandra Hibbard stated that the ribs have to be ordered by August 28, 2012. Mary Green stated that the next planning meeting will be held Saturday, August 18, 2012 at 9:30 am at the Village Hall. The volunteer sign up list for the day of the event is almost complete and if necessary, an email will be sent out soliciting more help. There has been a promotional website established for the event at [www.pigintheparkfontana.com](http://www.pigintheparkfontana.com).

#### **Park House Renovation Project Recognition Plaque/Sign**

Wilson stated Wolfgang Nitsch provided samples and cost estimates for three different styles of recognition plaques. Lobdell stated that since there are 11 names for the initial plaque, a plaque with up to 24 individual "plates" should be ordered so there is room to add future donations to the recognition plaque for the Village of Fontana Park Commission Park House Renovation Project 2011/2012. If necessary in the future, a satellite plaque can be created to recognize additional Park House donations. Sandra Hibbard stated that she may have a granite countertop that could be donated to the Park Commission and installed at the Park House. Workman stated that he can provide the size limitations for the countertop and Sandra Hibbard stated she will report back to the Park Commission with photographs of the countertop.

Lobdell/Sandra Hibbard 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the purchase of a "EPP24" walnut plaque for the Park House Renovation Project list of donors as presented, for a cost not to exceed \$150, with the funds to be taken from the Pioneer Park account. The MOTION carried without negative vote.

#### **Pea Gravel Options for Porter Court Plaza**

The Park Commission discussed at last month's meeting the need to address the filter rock that comprises the pedestrian path by the fountain in Porter Court Plaza. The filter rock does not compact and causes a mess and operational problems in and around the fountain. Gail Hibbard stated that she talked to Tom Vanderpoel and he indicated that filter rock is very hard to work with and the Village most likely will not be able to sell it. Workman stated that he looked into the pea gravel options as directed and he would recommend going with pavers in the 750-square-foot area. Workman stated that the filter gravel cost \$3,000 when it was installed as part of the initial Porter Court Plaza construction contract in 2009. Workman stated that at that time, pavers were quoted at \$13 a square foot, or a total of \$9,750; however, the price for the Village to purchase pavers at this time would be between \$8 and \$10 a square foot. Workman stated that the DPW crew could take out the current gravel and install the pavers, but the project will still cost between \$5,000 and \$7,000. Following discussion, the Park Commission members speculated if regular grass should be planted in the area. Gail Hibbard stated that she visited a park recently that has beautiful varieties of "no mow" grasses that could be considered for Porter Court Plaza. O'Brien stated that the "no mow" grass is nice and appropriate for some settings; however, the Porter Court Plaza is hoped to become a gathering area where people can walk and sit, and plain grass has some positive aspects that would make it a better choice. Wilson stated that the Park

Commission members all agree that the filter rock needs to be replaced, and exactly how to replace it can be determined. Workman stated that there is a lot of crushed granite at the Public Works garage site that could be used for Porter Court since it will compact and not be spread in and around the fountain. Mary Green stated that maybe a landscaping company would be willing to remove the filter rocks for free if the Village allows the company to keep the filter rocks for no charge. Workman stated that he will check into that possibility after a plan has been approved for its replacement.

O'Brien/Lobdell 2<sup>nd</sup> made a MOTION to direct Workman to plan for the removal of the filter rock at the Porter Court Plaza in the approximate 750-square-foot area around the fountain, and to obtain cost estimates for replacing the filter rock with pavers or grass. The MOTION carried without negative vote.

#### **Village Tree Pruning Plan – Tabled 4/18/12**

The proposed tree pruning plan submitted by Jeff Epping that totals \$16,625 for pruning all the small and medium trees on Village property was tabled until fall so the Park Commission green space management budget could be reviewed and a decision made on the total amount of funds available for tree pruning. Wilson stated that Epping indicated that the Village should concentrate on the small or recently planted trees and many of the older trees have grown out and cannot be corrected. Wilson stated that the less mature trees that were planted along Highway 67 and at the lakefront should be pruned to get them on the right track. Wilson stated that a decision can be made with the upcoming budget planning for next year.

#### **New Business**

##### **Native Prairie Seed Purchase Donation Announcement – Carol Lobdell in Memory of Jane Strzelecki**

The Park Commission received a \$100 check from Carol Lobdell in July as a memorial donation in memory of Jane Strzelecki. “This check is given to the Park Commission for prairie and wild flower restoration. It is in memory of Jane Strzelecki, who loved the beauty of nature. Please notify her husband George and family.” Wilson stated that the funds have been deposited in the Park Commission account and she sent letters to Carol Lobdell and George Strzelecki regarding the donation. Gail Hibbard stated that if the funds are supplemented with funds from the Garden Club, she could purchase something different to supplement the current native plantings. Hayden stated that the Park Commission could also allocate some of this year’s unspent budget funds to supplement the seed purchase.

##### **Fontana Fen Inclusion in Hildebrand Nature Conservancy – Lynn Ketterhagen**

Geneva Lake Conservancy Land Protection Specialist Lynn Ketterhagen stated that the conservancy would like the Village to permanently protect the land that comprises the Fontana Fen by placing the property into a conservation easement with the GLC. Wilson stated that although the land was purchased by Bill Turner and Sam Johnston to protect it from a proposed development and there is a Deed Restriction that requires the land always be maintained as a natural fen, a GLC conservation easement would be permanent protection for the land. Ketterhagen stated that the Fontana Fen land was purchased from Turner and Johnston in 1985 by the GLC and donated or sold to the Village of Fontana with the current Deed Restriction that calls for the maintenance of a natural fen. Ketterhagen stated that if approved, the conservation easement would be monitored and enforced by the GLC in the same manner as the Hildebrand Nature Conservancy. Ketterhagen stated that the conservation easement agreement between the Village and the GLC for the Hildebrand Nature Conservancy could be used as a model for the Fontana Fen in an effort to reduce legal review costs. Ketterhagen stated that the GLC also would probably waive the traditional fees for the municipality that it usually charges property owners for establishing permanent conservation easements. Discussion ensued on the history of the property and speculation on why the land was not placed in a conservation easement in the first place; if the proposal to put the fen into a permanent conservation easement with the GLC was previously presented and denied, and if so, for what reasons. Hayden suggested tabling the proposal so staff could do some research on the property and contact Turner if necessary. Lobdell stated that potential village cost information for the proposal also could be researched and presented at the next monthly meeting.

Lobdell/Wilson 2<sup>nd</sup> made a MOTION to table the item and to direct staff to research the issue and calculate potential associated costs for having the Fontana Fen placed into a permanent conservation easement with the Geneva Lake Conservancy, and the MOTION carried without negative vote.

##### **Park Commission Member Sharon O'Brien Resignation & Appointment of New Member**

Sharon O'Brien submitted the following letter of resignation: “Dear Cindy: Please accept my resignation from the VOF Park Commission. I had a blast during my tenure as a commissioner! The people and projects were

always interesting and I shall miss everyone. It is time for younger people and new, fresh ideas and I know that both are out there in abundance. Thank you, Sharon O'Brien." The Park Commission reluctantly accepted O'Brien's resignation and thanked her for her 10 years and nine months of service. O'Brien was appointed to the Park Commission in November 2001 to fill an open position.

Lobdell/Wilson 2<sup>nd</sup> made a MOTION to recommend that the Village Board reluctantly accept the resignation of Sharon O'Brien from the Park Commission, and the MOTION carried without negative vote.

Wilson stated that the Village received VOF Committee/Commission Volunteer Forms from Lynne Frost and from Eric Dernehl. Following discussion on both of the very qualified candidates, the Park Commission decided to recommend the appointment of Frost because she is an active member of the Fontana Garden Club and she has volunteered for the past several years with Park Commission projects and events. The Park Commission directed Martin to write a letter to Dernehl to thank him for his interest and to invite him to become active with the various Park Commission activities and events.

Wilson/Gail Hibbard 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the appointment of Lynne Frost to the Park Commission to fill the open position vacated by Sharon O'Brien, and the MOTION carried without negative vote.

**Park Permit Applications Filed by Andy Wacker/Anna Bailie, Reid Park Gazebo, Wedding Ceremony, Saturday, September 22, 2012, 1:00 to 6:00 PM; Michael Bognar, Reid Park Gazebo, Wedding Ceremony, Saturday, July 13, 2013, 11:00 AM to 3:00 PM; Chad Beth, Duck Pond Pavilion, Birthday Party, Saturday, September 22, 2012, 11:00 AM to 3:00 PM**

There are no conflicts with the application dates.

O'Brien/Lobdell 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Park Permit applications as filed, with the condition that the application fees are paid, and the MOTION carried without negative vote.

#### **Invoices**

There were no invoices submitted. Hayden stated that the Park Commission may receive invoices for Pig in the Park expenses prior to the next meeting and before the September 1, 2012 event and she requested that the Park Commission provide preauthorization to pay the bills if the funds are available.

Lobdell/Green 2<sup>nd</sup> made a MOTION to authorize the prepayment of invoices received for the Pig in the Park event as long as the funds are available, and the MOTION carried without negative vote.

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

None

#### **Adjournment**

Lobdell/Wilson 2<sup>nd</sup> made a MOTION to adjourn the meeting at 7:09 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: 9/19/2012