

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, September 19, 2012

Chairperson Cindy Wilson called the meeting of the Park Commission to order at 6:03 pm at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Park Commissioners present: Trustee Wilson, Laura Coates, Lynne Frost, Sandra Hibbard, Sarah Lobdell, Mary Green

Park Commissioner absent: Gail Hibbard

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

Approval of Minutes

Lobdell/Sandra Hibbard 2nd made a MOTION to approve the minutes for the meetings held August 15 and 23, 2012, as presented, and the MOTION carried without negative vote.

Visitors Heard

None

General Business

Park House Use

The Park House was used 4 times in August 2012 for Big Foot Recreation District summer camp programs.

Treasurer's Report

Lobdell presented the updated treasurer's report as of August 31, 2012.

Plan Commission Report

Agenda item inadvertently skipped.

Public Works Report

Public Works Director Craig Workman stated the filter rock has been removed at Porter Court Plaza by Blackstone Landscaping and the two areas have received new top soil and grass seed. Workman stated that the irrigation system extension work would be completed by the next day.

TID Maintenance – Items/Update

The updated list was distributed. Lobdell stated that there is an area of the fence around the dog walking track at the Duck Pond that has been pulled up and it needs to be repaired, and Coates stated that there are some white painted stakes in the area that may have been erected for a cross country race. Lobdell stated that the little table and chairs at the Hildebrand Nature Conservancy Mill Street entrance park are broken again and they need some repair work. Workman stated that he will have the items repaired with Trex material, which is wood composite made from reclaimed plastic and wood fiber. Workman stated that the Trex material should hold up better than treated lumber. Wilson stated that the Mohr Road Park should be added to the list, with the landscaping improvements and bridge repair or replace items listed. Wilson stated that the Mohr Road Park conservation easement and landscaping issues, as well as a proposal submitted by the O'Halloran family, will be on the agenda for the next monthly meeting. Wilson asked the Park Commission members to take a tour of the Mohr Road Park area prior to the next meeting.

Old Business

Dan Green's Pig in the Park Report

Wilson stated that the Pig in the Park event has been a successful fund-raiser in the past, with net profits of \$8,144 in 2010, \$7,628 in 2009, and \$5,202 in 2008; however, this year's event was exceptionally successful

with a net profit of \$12,344. Despite being rained out last year, the event still showed a profit of \$693. Wilson and the Plan Commission members thanked Mary Green and the planning committee for its hard work and stated that this year's event was very impressive. Mary Green stated that she received a tremendous amount of assistance in planning and working at the event. Mary Green stated that an "After Pig Party" to review this year's event and start planning next year's event has been scheduled for Sunday, October 7, 2012 beginning at noon at Gordy's Boathouse. Hayden stated that if the Park Commission allocates \$12,000 of the profits toward the remaining debt on the Little Foot Playground pirate ship, there will be about \$400 remaining in the Pig in the Park account for next year's event. Hayden stated that with the \$12,000 allocation and the Big Foot Lions Club last scheduled donation of \$6,000, the balance due on the money borrowed from the General Fund for the purchase of the pirate ship is about \$7,500.

Lobdell/Coates 2nd made a MOTION to approve the transfer of \$12,000 from the Pig in the Park account to the Village's General Fund to be credited for the Little Foot Playground pirate ship purchase, and to leave a balance of \$400 in the Pig in the Park account for next year's event, and the MOTION carried without negative vote.

Native Prairie Restoration Area Seed Purchase

Workman stated that he spoke with Tom Vanderpoel and he recommended that the seeds be sowed in late October or early November. Workman stated that there is about \$680 available in the Park Commission account for purchasing seed, and following discussion Workman noted that \$680 will be more than enough to purchase an adequate supply of seeds for this year. Workman will consult with Vanderpoel and Gail Hibbard on what variety of seeds to purchase.

Lobdell/Coates 2nd made a MOTION to approve the allocation of \$680 to purchase seeds for the native prairie restoration area at the Duck Pond Recreation Area, and the MOTION carried without negative vote.

Fontana Fen Inclusion in Hildebrand Nature Conservancy – Tabled 8/15/12

Wilson stated that the proposal to have the Fontana Fen placed in a permanent nature conservancy was tabled last month to determine why the property was not placed in a conservancy back when it was donated to the Village. Hayden stated that she reviewed the village records and the property has a very clear deed that states the land is in nature conservancy for perpetuity. Hayden stated that the Village Board members at the time felt it was not necessary to spend money on legal fees for attorneys to draft and review the required legal documents to place the property in a nature conservancy with the Geneva Lake Conservancy. Lynn Ketterhagen, the land protection specialist at the Geneva Lake Conservancy, stated that a permanent nature conservancy would be an added layer of protection for the Fontana Fen property. Ketterhagen stated the deed restrictions are not as permanent as placing the land in a nature conservancy and deeds can become null in void after 30 years if they are not renewed. Ketterhagen stated that since the Village and the GLC already have a working agreement that was drafted back when the Hildebrand Nature Conservancy was established, that same agreement could be slightly amended and used for the Fontana Fen. Ketterhagen stated that the GLC attorney will review the Hildebrand agreement and make the necessary amendments for the Fontana Fen property, so the Village attorney will only have to review the document. Sandra Hibbard stated that the Village could get an estimate from the Village attorney to determine how expensive the legal review work will be before a recommendation is made.

Wilson/Sandra Hibbard 2nd made a MOTION to direct Village staff to contact the Village attorney and solicit a cost estimate for reviewing the altered agreement from the Hildebrand Nature Conservancy to be amended by the Geneva Lake Conservancy attorney in order to place the Fontana Fen in a nature conservancy with the Geneva Lake Conservancy, and the MOTION carried without negative vote.

New Business

2013 Budget Planning & 2012 Final Expenditures

Wilson stated that in reviewing the 2012 budget and planning for the 2013 budget with Hayden, they calculated that there is still \$5,000 in the Park Commission's 2012 capital outlay account, \$2,300 in the supplies account, and \$2,017 in the Pioneer Park account. Wilson stated that before the end of the year, the funds could be allocated for the Park House renovation project and/or to fund some of the tree pruning work on the list that was presented last spring by professional tree trimmer Jeff Epping. Wilson stated that in order to complete the Park House project in the proper manner and to attract people to rent the facilities, the Park Commission needs to purchase new stackable chairs and foldable tables to accommodate the 24-person capacity of the Park House. Following discussion, Wilson stated that she will research what style and cost options are available for the new chairs and tables and the Park Commission can make a decision at the next

monthly meeting. Wilson stated that other “wish list” items still needed for the Park House renovation project include a picnic table and grill for the back yard, a safety fence between the back yard the adjacent alley, and a new countertop for the kitchenette. Wilson stated that some of the remaining 2012 budget funds also could be allocated to fund a portion of the tree trimming plan presented last spring by Epping. Wilson stated that some of the “priority” trees could be pruned yet this fall. Following discussion on how much funds will be available from the 2012 budget, Hayden pointed out that with \$1,500 in funding available in the DPW tree trimming account, the Park Commission could recommend the allocation of up to \$6,500 to spend yet this year on tree trimming. Workman stated that the tree trimming fund has \$1,500 available yet this year because the village employees are sharpening the chainsaws this year instead of sending them out and it has resulted in a significant savings. Following further discussion, the Park Commission members reached the consensus that the priority trees in portions of three areas, including the Highway 67 corridor, the Reid Park area and the boat trailer parking lot area, can all be pruned. The Park Commission decided to allocate an amount not to exceed \$6,500 and to direct Workman to work with Epping on how many and exactly what trees on the priority list will be pruned.

Lobdell/Wilson 2nd made a MOTION to recommend the allocation of \$5,000 of the Park Commission budgeted funds and \$1,500 of the Public Works Department Tree Trimming Account funds for the Jeff Epping tree pruning proposal priority list trees on Highway 67, in the boar trailer parking lot area and in the Reid Park area. The MOTION carried without negative vote.

Lobdell then asked if the Park Commission should consider a motion to allocate \$1,500 of the remaining budgeted funds for the purchase of chairs and tables for the Park House. Following discussion, the Park Commission members decided to wait until the next monthly meeting when they will review the price and quality options that Wilson will gather. Wilson then asked Lobdell to present the preliminary budget for 2013. Lobdell stated that the majority of the budget is fixed expenses and about \$10,000 is budgeted for the services provided by Blackstone Landscaping, Roy Diblik and Tom Vanderpoel. Lobdell stated that the Park Commission needs to come up with a list of proposed capital expenses. Workman stated that Diblik has proposed to take over the maintenance of the Fontana Boulevard perennial beds next season with his company Northwind Perennial Farm, for \$13,750. Workman stated that Matt Moore of Blackstone Landscaping has offered to deduct \$10,000 from the annual contracted fee if Diblik takes over the Fontana Boulevard perennial beds. Hayden stated that the Park Commission budget usually contains about \$3,000 for Diblik’s annual services, so the change in maintenance duties for the Fontana Boulevard beds will be a wash as far as the budget is concerned. The Park Commission members reached the consensus that Diblik should take over the perennial beds and Workman stated he will make the necessary budget changes. Lobdell stated that the Park Commission will have about \$5,000 to allocate on capital items. During the discussion that followed, the following items were considered: irrigation systems for Reid Park and the municipal beach; a picnic table and fencing for the Park House; swing-set mulch for Little Foot Playground and the Duck Pond Recreation Area; repair or replacement work on the pedestrian bridge and landscaping replacement or enhancement work at Mohr Road Park; new tables and chairs at the Hildebrand Nature Conservancy Mill Street entrance park; chairs or park benches for Porter Court Plaza; and the reconstruction of the lighthouse by Little Foot Playground. Following further discussion, the Park Commission decided to schedule a 2013 budget planning meeting on Wednesday, September 26, 2012 beginning at 6:00 pm.

Park Permit Applications Filed by Nicole Cossman, Reid Park Gazebo, June 7, 2013, 1:00 to 4:00 PM; Big Foot Recreation District, Park House, Tuesdays, October 9, November 13, and December 11, 2012, 9:30 to 10:30 AM; St. Paul Redeemer Church, Chicago, Duck Pond Pavilion, Saturday, September 29, 2012, 11:00 AM to 3:00 PM

There are no conflicts on the village calendar with the application dates; however, Lobdell stated that there is a fall soccer program that uses the Duck Pond fields on Saturdays. Lobdell stated that the Chicago church group will not create a problem with its proposed picnic at the Duck Pond Pavilion, but staff should notify them that the soccer games will be going on at the same time. Lobdell stated that a picnic was held at the pavilion at the same time of soccer games the previous weekend and there were no problems.

Lobdell/Wilson 2nd made a MOTION to recommend Village Board approval of the Park Permit applications as filed, and the MOTION carried without negative vote.

Reschedule Monthly Meeting for October 2012

Wilson will be out of town on the third Wednesday of October and she asked if the Park Commission members could attend a rescheduled meeting on Wednesday, October 10, 2012 beginning at 6:00 pm. Sandra Hibbard stated that she has a conflict, but the other members stated that they could attend the meeting on

October 10, 2012.

Lobdell/Wilson 2nd made a MOTION to reschedule the monthly meeting for October 2012 to Wednesday, October 10, 2012 beginning at 6:00 pm, and the MOTION carried without negative vote.

Invoices – Pig in the Park

None

Any Other Comments/Concerns

None

Adjournment

Sandra Hibbard/Wilson 2nd made a MOTION to adjourn the meeting at 7:03 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: 10/10/12