

**TOWN OF DELAFIELD
PARK & RECREATION COMMISSION**

Meeting Minutes

Wednesday, February 17th, 2016 – 7:00 PM

CALL TO ORDER

Park Commission Chair, Dan Dupies, called the regular meeting of the Town of Delafield Park and Recreation Commission to order at 7:00 PM. Supervisor, Ed Kranick was in attendance. Members present: Sharlene Konkell, Sue-Urban Miller, and Tammy Sherman. Park and Recreation Coordinator, Angela Lorbach was in attendance. Visitors Tom Mortenson, R.A. Smith and Mr. Wilder, Town resident.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

THIRD ORDER OF BUSINESS

Approval of January 20th, 2016 Meeting Minutes. *Tammy Sherman moved to approve the January 20th, 2016 minutes; Sue Urban-Miller seconded. Motion passed unanimously.*

Tammy Sherman made a motion to take item 4a, 2016 Event Proposals, out of order to allow guest Tom Mortensen to present item 5a, North Shore Park Final Design; Sue Urban-Miller seconded. Motion passed unanimously.

FIFTH ORDER OF BUSINESS – UNFINISHED BUSINESS

- a. **Update regarding North Shore Park Final Design.** Tom Mortensen, R.A. Smith. Mortensen gave an update on the final park plans along with a tentative schedule for grading and seeding this spring. Weather permitting, this initial project's estimation of completion is June 15th 2016. Mortensen asked for permission to notify the papers to advertise for bids on Phase 1 of North Shore Park development.
Sue Urban-Miller made a motion to approve bid offering and newspaper advertisement on February 23rd 2016; Tammy Sherman seconded. Motion passed unanimously.

FOURTH ORDER OF BUSINESS – NEW BUSINESS

- a. 2016 Event Proposals.** Lorbach. Due to our well-attended Community Egg Hunt and Lapham Peak Fright Hike, the Park and Recreation Commission discussed the possibility of offering more events in the future. Dan Dupies asked to consider resurrecting our Log Cabin Run which was held at Lapham Peak State Park in the past but had been discontinued over two years ago to profit loss. Lorbach suggested a family-friendly Enchanted Forest hike/scavenger hunt at Lapham Peak State Park to be held during midsummer. Lorbach will further investigate availability, cost effectiveness, and possible partnerships for proposed events.

FIFTH ORDER OF BUSINESS – UNFINISHED BUSINESS

- b. Update regarding March 26th Community Egg Hunt.**
Lorbach is in the process of organizing the 2nd Annual Community Egg Hunt in partnership with the Delafield Chamber of Commerce – Destination 83 Business group. Lorbach is recruiting face painting volunteers and making necessary preparations for the event. Tammy Sherman and Lorbach met at the Town Hall (recreation storage closet) to take inventory of supplies needed for concessions at the Egg Hunt on March 26th. Electricity is available in and outside of the storage closet where the Park and Recreation Commission will be set-up concessions. Beverages, hotdogs, chips, and apples will be on sale. Tammy has the volunteers to run the booth and Lorbach will design the signage and purchase the food. Proceeds will benefit the Town of Delafield Park and Recreation.
- c. Update regarding Baseball/Softball Season.** The Town of Delafield Baseball registration began February 8th and runs through March 23rd. Lorbach advertised baseball registration in the Town Crier. She also thanked last year's sponsors and included photos from Little League Night at Miller Park in the publication and has received great feedback from sponsors and coaches again this year.
- d. Update regarding Park Maintenance – Skate Park Repair and Tree Donation Program.** Lorbach. Provide list of repairs for DPW crew.
Lorbach will make arrangements for repairs on Skate Park this spring.
The Commission discussed plans to begin a tree donation program for our parks this year. Donations for our park system were requested in the Town Crier.

SIXTH ORDER OF BUSINESS – ADJOURNMENT

A motion to adjourn the meeting was made by Sue Urban-Miller; seconded by Sharlene Konkel. The motion passed unanimously. (8:48 PM)

Respectfully submitted,
Angela Lorbach
Park and Recreation Coordinator