

TOWN OF DELAFIELD PARK & RECREATION COMMISSION

Meeting Minutes July 14, 2014 – 6:30 PM

CALL TO ORDER

Park Commission Chairperson Dan Dupies called the regular meeting of the Town of Delafield Park and Recreation Commission to order at 6:30 PM. Members present: Supervisor Larry Krause, Meribeth Sullivan, Sue Urban-Miller, and Dawn Thomson. Park and Recreation Coordinator, Angela Lorbach was in attendance. Developer, Jim Seipman was also present.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

THIRD ORDER OF BUSINESS

Approval of June 9th, 2014 Meeting Minutes. *D. Dupies moved to approve the June 9th, 2014 minutes; M. Sullivan seconded. Motion passed unanimously.*

THIRD ORDER OF BUSINESS – NEW BUSINESS

a. Discussion regarding the development at KE Park. Chairperson Dan Dupies welcomed Jim Seipman to discuss the proposed development of Summerhill West in the Town of Delafield (on the South side of Hwy KE, West of Summerhill Subdivision, East of Kranick farm.) Seipman envisions the character of the development to be a community of architecturally controlled homes, with attractively landscaped yards, and a future town park. The park land is being donated to the town and it is the Park and Recreation Commission's responsibility to devise a plan for the future park amenities. Seipman provided prints of the preliminary plat and informed the Commission of areas where there are water issues. Seipman proposed that we construct a detailed plan for the Town Park so that he has information to offer potential buyers when he begins marketing subdivision lots. The Commission agreed to continue to discuss possibilities for the development of KE park at next month's meeting.

b. Discuss Park and Recreation Coordinator's transition to new position. A.

Lorbach is thankful to the previous Coordinator, Town Hall staff, DPW staff, and Park and Recreation Commission members who have both welcomed and assisted in providing a smooth transition. Lorbach is enjoying her first month on the job.

c. Budget – Review park photos and maintenance requests (both short and long-term) for Sports Commons Park and Elmhurst Park. A. Lorbach provided photographs of areas of the parks that need maintenance.

Elmhurst Park update - gravel has been added to areas of washout on the path due to heavy rains, weeds have been sprayed, bushes trimmed. Low branches on the path will be trimmed. Safety chips will be added to the playground in the coming weeks. Lorbach proposed paving the gravel path at Elmhurst and has requested estimates from asphalt companies. The Commission agreed to look at the bids when we discuss future budget plans in August.

Sports Commons Park update – graffiti on playground sign has been covered, soccer nets have been fixed, bushes have been trimmed, safety chips have been added to the playground area. The existing baseball storage shed is in disrepair. The Commission approved the construction of a new baseball equipment storage shed for Sports Commons Park. Lorbach proposed to fill cracks and resurface the asphalt. The commission agreed Lorbach should inquire about costs for black-top maintenance. M. Sullivan asked about the condition of the skate ramps. Lorbach predicts that they will need to be resurfaced/reconstructed in the near the future. D. Thomson added that they are heavily used by the community and that we should strongly consider adding the cost of replacement or repair of the skate board park to our 2015 budget.

d. Propose family event at Lapham Peak State Park. A. Lorbach proposed a Candlelit Walk with afterhours availability at Lapham Peak on August 23rd. It was decided that mosquitoes would pose a problem this year and that the Commission needed much more time to plan the event. The Candlelit Hike will be discussed at a later time with Spring of 2015 in mind.

e. Presentation and discussion of possible future family events. A. Lorbach proposed an event geared toward younger children; a Halloween Costume Parade along with pumpkin carving/craft at Elmhurst Park. (S. Urban-Miller added that an Easter event might also be nice.) Lorbach proposed a winter family sledding event, with cookies,

cocoa, carolers, student art display in Town Hall, at Del Town Park. (D. Thomson suggested a bonfire near the sledding hill.) The Commission decided to focus on this year's Fright Hike and postpone adding additional family events in 2014. The Commission will revisit the proposed event possibilities for the 2015 calendar.

f. Discussion and action on proposed Baldrige College Solutions Workshop.

After a brief discussion, the commission felt that the workshop would benefit Baldrige College Solutions more than it would our community and voted unanimously against hosting the workshop.

FIFTH ORDER OF BUSINESS – UNFINISHED BUSINESS

- a. Update regarding new Town Hall/Fire Station.** Supervisor Larry Krause informed the commission that the project is moving along, adding that there have been some challenges with underground issues. The DPW is currently working on installing culverts West of Sports Commons Park, along Maple Avenue.
- b. Update regarding the 2014 baseball/softball season.** Lorbach organized Team Picture Day, where she distributed donuts to the players and enjoyed meeting the coaches and parents. June was a rainy month, many games were cancelled and rescheduled due to the weather. There was a shortage of umpires this year - Lorbach would like to hold a workshop to recruit and train umpires in May of 2015. Sponsorship plaques and thank you letters were mailed to this year's sponsors.
- c. Update regarding landscaping at Sports Commons Park. Review park map prints to determine replanting options after removal of dead trees and shrubs.** D. Dupies recommended that we ask DPW to remove dead trees from park. The Commission must determine the number of new evergreen and hardwood trees to replace those that have died over the winter. It is projected that landscape design for the new Town Hall/Fire Station may begin as early as next spring. To save on costs, the Commission plans to order replacement trees from the contractor hired to landscape the Town Hall/Fire Station. Lorbach introduced Clare Dundon's ideas for a 'garden club.' Dundon proposed forming a group of volunteers to take on the care of the plantings around the Town buildings and the gardens in our parks. The 'garden club' would not be responsible for the design of the gardens, strictly upkeep and replacement plantings. (M. Sullivan suggested incorporating native

plantings and rain gardens in our parks. There was also mention of possible grants through the County.) The Commission liked Dundon's idea and will support the formation of a volunteer 'garden club' in 2015.

- d. Update regarding Lapham Peak Fright Hike.** The Fright Hike dates are scheduled for October 25th and 26th. Lorbach stated that not all area High Schools will have off on Friday the 25th, as in previous years. This could affect set-up and will be addressed. Lorbach designed flyer/poster to advertise this year's Fright Hike. Lorbach asked the Commission to review and make any necessary edits. D. Thomson suggested that the event begin later due to lack of attendance early in the evening and to allow student volunteers time to set-up afterschool. The start time will be moved from 5:30pm to 6pm. Thomson also noted that cash is only accepted. The permits and insurance forms have been submitted and Lorbach has met with Lapham Peak's Park Coordinator and toured the trails.

SIXTH ORDER OF BUSINESS – ADJOURNMENT

A motion to adjourn the meeting was made by D. Thomson; seconded by S. Urban-Miller. The motion passed unanimously.

(9:12 PM)

Respectfully submitted,
Angela Lorbach
Park and Recreation Coordinator