

**Town of Delafield  
Park and Recreation Commission  
Meeting Minutes  
May 13, 2013 – 6:30 PM**

**Call To Order**

Dan Dupies called the regular meeting of the Town of Delafield Park and Recreation Commission to order at 6:30 PM. Members present: Shawn Kramlich, Tammy Sherman, Supervisor Larry Krause, Dawn Thomson, Meribeth Sullivan, and Patti Chasteen. Park and Recreation Coordinator, Kelley Woldanski was in attendance.

**Second Order of Business**

Pledge of Allegiance

**Third Order of Business**

Approval of Minutes from April 8, 2013. ***T. Sherman moved to approve the April 8, 2013 minutes; seconded by M. Sullivan. Motion passed unanimously.***

**Fourth Order of Business – New Business**

- a. ***Discussion and possible action regarding Eagle Scout project proposal.*** Tom Handlos, a resident of the community and avid skatepark user proposed to add a stair set to the skatepark as a part of his Eagle Scout project. Discussion included other skateparks that have a similar obstacle, liability for the Town, safety of the users, materials to be used, volunteers for the project and the proposed timeline. The project needs to be complete in August prior to Mr. Handlos turning 18. The Commission determined that a preliminary approval of the Town Board should be sought at the May 28<sup>th</sup> meeting in an effort to save time. It was requested that Mr. Handlos come back with more details including other parks that have the obstacle in June.
- b. ***Discussion and possible action regarding trees at Sports Commons.*** It was determined the Coordinator would follow up with Terra Tec to determine what options there are for the trees that now have died. Discussion included whether or not the Commission should pursue having the trees replaced at no cost, however it would be difficult to prove how often they were watered and whether or not it was the Town's fault the trees did not survive.
- c. ***Discussion and possible action regarding park improvements.*** Chairman Dupies encouraged Commission members to visit the parks and determine if there are any improvements they would like to see occur. P. Chasteen had emailed a list prior to the meeting. The list was reviewed and K. Woldanski will look into what is possible and what the potential costs will be of some of the proposals.
- d. ***Discussion regarding duties and role of Park/Recreation Coordinator.*** During the April meeting, Commission members reviewed the performance of the Coordinator. It was determined at this time that the Board needs to move all responsibility over to the Coordinator in an effort to make the Department more efficient. Commission members are expected however to help with events as has been the practice in the past.
- e. ***Update regarding current status of baseball/softball program.*** K. Woldanski reported that there are 18 teams in the baseball/softball program, the same number as 2012. There are three new sponsors this year as well.
- f. ***Discussion and possible action regarding decision of Town Board to pursue building a new fire station at the Sports Commons.*** S. Kramlich asked to discuss this topic, he felt that park land is a premium and we shouldn't agree to allow a fire station to be built at the park. He strongly suggested that the Park and Recreation Commission write a letter of disapproval to the Town Board. Discussion included that when the land was purchased for the park many years ago, it was always a possibility that a fire station or other municipal building would be

built there. S. Kramlich made a motion to draft an advisory memo to the Town Board that the Park and Recreation Commission opposes a fire station and/or municipal building at the Sports Commons or on any other parkland. There was no second, therefore the motion died. It was suggested that Supervisor Krause mention to the Town Board that there are concerns about how a fire station would affect the use of the park.

- g. ***Review of current balance of several budget items.*** P. Chasteen quickly reviewed the status of several park and recreation accounts. She simply wanted to inform the Commission of those accounts current status.

#### **Fifth Order of Business – New Business**

- a. ***Update on improvements to the fields at the Sports Commons.*** S. Kramlich stated that by the end of the next week the improvements the Commission approved of will be complete. Those include a bullpen, fencing repairs and extensive seeding.
- b. ***Update and possible action regarding purchasing supplies for new scenes for Fright Hike 2013.*** K. Woldanski reported that she has narrowed down the supplies to order but was looking for the Commission's approval. The Commission stated she should move forward with the orders and it was not necessary to get approval for each item. K. Woldanski stated all new items will need to be stored indoors and therefore will speak with Town Hall to ensure those items can be stored upstairs.

#### **Sixth Order of Business - Adjournment**

***A motion to adjourn the meeting was made by S. Kramlich, seconded by D. Thomson. The motion passed unanimously.***

***(8:31 PM)***

Respectfully submitted,  
Kelley Woldanski  
Park and Recreation Coordinator