

**Town of Delafield
Park and Recreation Commission Meeting
Meeting Minutes
January 12, 2009 – 6:30 p.m.**

Call to Order

The regular meeting of the Town of Delafield Park and Recreation Commission was called to order at 6:35 pm on Monday, January 12, 2009, in the Town Hall by Chairperson, Dan Dupies. Members present at time of calling the meeting to order: Dan Dupies, Patti Chasteen, James Gende, Shawn Kramlich, and Town Liaison, Supervisor Larry Krause. Phoned in attendance by Dawn Thomson. Also in attendance were citizens: Mr. Larry Sheets and Ms. Betty Kirby.

Second Order of Business

Pledge of Allegiance

Seventh Order of Business

A. Cushing Park Road Bicycling Path Update

A motion to move 7A out of order was made by Supervisor Krause; seconded by Mr. Gende. The motion passed unanimously.

Mr. Dupies stated the following items would be requested of the Town Engineer/DNR.

- 1. Soil Bore Inspection*
- 2. Written explanation of the unfeasibility/feasibility of moving path to the east side of the road where the path passes by the old cheese factory/current home.*
- 3. DNR planning and present stage of planning*

Mr. Sheets expressed the following concerns:

- 1. The mechanics of how the path would actually connect with the Glacier Drumlin Trail. The 55 mph speed limit on Hwy 18 would limit or prohibit in some cases the bikers from crossing over to the proposed path. Asked if there were any plans for a light so bikers could cross.*
- 2. Asked how the culvert at Scuppernong Creek would be handled and would the road be extended.*
- 3. Recommended bike lane in lieu of path.*

Ms. Kirby stated the following issues:

- 1. Concern about the steep bank of the path going down either side from the old cheese factory.*
- 2. Crossing Hwy18 and the current 55 mph speed limit.*
- 3. Concerned about some kind of stop signs or notice to bikers crossing the driveway of the old Cheese Factory property.*

Mr. Sheets requested the minutes from the past meetings in reference to the Bicycle Path.

Mr. Dupies thanked them for their input and stated these concerns would be addressed.

Third Order of Business

Minutes of December 8, 2008. ***A motion to approve the minutes was made by Ms. Chasteen; seconded by Supervisor Krause. The motion passed unanimously.***

Fourth Order of Business

Communications

- A. Town Board Park/Recreation Liaison Report

No additional items presented.

- B. Park and Recreation Coordinator Report

Ms. Chasteen reviewed the month of December. Physical Inventory Report accomplished. Possible parkland in City of Delafield (KE & 83) discussed – no new information presented.

Fifth Order of Business - Reports

- A. No New Reports at this time.

Sixth Order of Business – New Business

- A. Policy, Fees/Charges for Reservations and Use of Athletic Fields

Ms. Chasteen submitted a policy letter for review and comments. Items discussed included the need for different minimums for games vs. practices. Resultant progression of approval of application would be a.) Town of Delafield residency, b.) Game rental over practice rental and c.) Starting 2009 application process on the 15th of January.

- B. Review of Park Operations and Maintenance Manual

Ms. Chasteen presented the new Park Operations and Maintenance Manual. Pages were submitted to each member pertaining specifically to our individual parks. Next progression will be to have Mr. Roberts from DPW review book for additional comments, additions or deletions.

- C. Log Cabin Run

*Ms. Chasteen submitted the proposal from 2nutz4u Race Promotions pertaining to race timing, marking of trail and suggested increase in race prices. No commitment at this time was the overall opinion, in relation to hiring a company to provide timing and additional services. **A motion was made by Supervisor Krause to raise race prices to Adult - \$15 pre-race day/\$20 race day; Children - \$10pre-race and race day, and Family - \$45 pre-race day and \$50 race day; seconded by Mr. Gende. The motion passed unanimously.***

- D. Pitch, Hit, and Run Event

Mr. Kramlich submitted the date of May 9th from 2-5 pm for the Pitch, Hit, and Run Event. This event will utilize both fields at the Sports Commons. Also requested a link for the event on the Town of Delafield's Park Website.

- E. Job Description for Park and Recreation Coordinator

Discussion of nature of duties included scheduling park rental facilities and coordinating the Town's youth baseball/softball program. Option to utilize a separate person/applicant for the Fright Hike was agreed upon. Ad would include the need to work some evening and weekend hours to assist in Town Park sponsored events.

Eighth Order of Business – Announcements and Planning

- A. Next meeting date will be February 9, 2009 at 6:30pm.

- B. Adjournment

A motion was made to adjourn the meeting at 9:14pm by Supervisor Krause; seconded by Mr. Kramlich. Motion passed unanimously.

Respectfully submitted, Patti Chasteen, Park and Recreation Commissioner