

# Town of St. Germain

## Parks & Recreation Committee

### Monday, May 8, 2023

### @ 1:00pm

### Community Center Room 4

### Meeting Minutes

**Attendees** (“X” indicates present, “R” indicates remote, “A” indicates absent)

Kalisa Mortag	X	Karen Anderson	X	Heather Koziatek	X
Lisa Penner	X	Kathy Kaltenbach	X		

Opening		Speaker	Minutes
1.	Call to Order	Kalisa	Kalisa called the meeting to order at 1:02pm.
2.	Roll Call <ul style="list-style-type: none"> <li>• Establish a quorum</li> </ul>	Kalisa	All members present
3.	Approval of past meeting minutes	Kalisa	Karen made a motion to approve the April meeting minutes. Kalisa seconded the motion. All - aye
4.	Citizens comments		<b>Tennis Courts concern:</b> DPW stopped by the meeting and said the tennis court nets are not in good shape and need to be replaced. Kalisa to talk with Sherry Stecker about what needs to be ordered and Lisa will work with June to get them ordered.

Discussion/Action Items		Speaker	
1.	Prioritize and plan major projects for 2023	Kalisa	<p>A discussion was held on each of the Town parks and what work was needed for each. The goal was to prioritize the work to be done and begin implementation of the projects.</p> <p><b>Chamber Park</b></p> <ul style="list-style-type: none"> <li>• Cost estimate to restore Chief St. Germain - \$40-\$50K</li> <li>• Kalisa will bring up a GoFundMe account to pay for this at the Town Board Meeting.</li> </ul> <p><b>Veterans Park</b></p> <ul style="list-style-type: none"> <li>• Trees are doing well and have buds.</li> <li>• The Lions Club is buying a new space flag but a decision needs to be made about whether</li> </ul>

they will put it up at the Veterans Memorial.  
Open issue for the Town Board.

- Jimmy Vogel needs 16 t-posts in metal (green) to protect the trees. Lisa to order through June.

Kalisa made a motion to purchase 16 t-posts in metal (green) to protect the trees at the Veterans Park.

Heather seconded the motion.

All – aye

Lisa to order the 16 t-posts through June.

#### **Vandervort Park**

- Engineering studies are still in progress.

#### **Community Center Park**

- Kathy needs DPW to rip out the dead plants around the playground so she can replace with new plants by June 20<sup>th</sup> and pull out the dead plants in front of the Community Center. Kalisa to make contact with DPW on this task.
- Kathy to text Tom and ask him to help her move some trees/bushes that have overgrown their area.
- We need to replace the dented swing set. Cost is around \$4K. We also should consider an inclusive swing as part of the new swing set.
- At some point we should replace the spring riding toys with something more inclusive.
- Need to replace the scoreboard at the baseball field. Need to add more dirt to the field and the bases need to be replaced.
- It was suggested that we should add an outdoor basketball hoop for teens playing at night.

#### **Skate Park**

- Need to be rebuilt.

#### **Community Center Building**

By the April 2024 Electors Meeting, Kalisa and Tom to come up with a plan to approach the Town about either fixing up the Community Center or replacing it. This project would be separate from this Committee's work.

			<p>After discussion all of the above, Heather made a motion to complete the following work. Kathy seconded the motion. All – aye</p> <p><b>Playground:</b></p> <ul style="list-style-type: none"> <li>• Determine cost for a new swing set including an inclusive swing. Heather to follow-up.</li> <li>• Talk with DPW about pulling the dead plants around the playground so Kathy can plant new ones.</li> <li>• Determine the cost to purchase 4 benches and 2 picnic tables. Lisa to follow-up.</li> </ul> <p><b>Tennis Courts:</b></p> <ul style="list-style-type: none"> <li>• Determine the cost to purchase 2 benches. Lisa to follow-up.</li> <li>• Determine the cost to replace 2 nets. Lisa to follow-up.</li> </ul>
2.	Veterans Memorial and Cemetery Cleanup Day	Kalisa	<p>Pastor Tom Kammel - Northlife Church Saturday, May 20 8-12pm Need to have DPW meet their group with bags and location for filled bags from the Memorial area as well as pine needles from the cemetery. Kalisa talked with DPW about this project and will also remind them before the day.</p>

New Business	Speaker	Minutes
1.		<p><b>Park &amp; Recreation Committee Members:</b> Kalisa asked the Town Board how to add more people to the Parks &amp; Recreation Committee. It was suggested that she request adding 3 additional non-voting advisory members. Kalisa will make this request at the Town Board meeting on 5/8/2023.</p> <p>Lisa made a motion to add 3 non-voting advisory members to the Parks &amp; Recreation Committee. Karen seconded the motion. All – aye</p> <p>Kalisa will make this request at the Town Board meeting on 5/8/2023.</p>

			<p>Lisa to write up a notice for a Constant Contact and Facebook posting for Ted to ask who is interested in joining the Committee as advisory members.</p> <p><b>Changing Park &amp; Recreation Meeting Room:</b> Lisa to update the reservation form for moving the Park &amp; Recreation meeting to Room 6 going forward.</p>
<b>2.</b>	To Do	Lisa	

<b>Closing</b>		<b>Speaker</b>	<b>Minutes</b>
<b>1.</b>	Next meeting <ul style="list-style-type: none"> <li>• Monday, June 12 @ 1:00pm</li> <li>• Room 4 Community Center</li> </ul>		
<b>2.</b>	Adjournment		Kalisa made a motion to adjourn the meeting. Kathy seconded the motion. All - aye

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To Do		Responsible Party	Status
X1	Committee Addition	Kalisa	<p><b>5/8/2023:</b></p> <ul style="list-style-type: none"> <li>• Kalisa to ask at Town Board meeting for 3 non-voting ancillary members to the Committee.</li> <li>• Lisa to create a posting for Constant Contact and Facebook and forward to Ted for posting</li> </ul> <p><b>October 2022:</b> Ask Town Board to add David Jordan as a 6<sup>th</sup> member to the Parks &amp; Recreation Committee. Kalisa needs to have this item added to a Town Board agenda per November 2022 Town meeting minutes.</p>
X2	Send letter to all Committees about cleaning out and reallocating storage spaces in the Community Center building	Kalisa/June	<p><b>5/8/23:</b> June wanted to wait until the elections were done.</p>
X3	<p>Additional topics from Karen that she heard while doing some listening sessions at the Community Center:</p> <ul style="list-style-type: none"> <li>• Need new wiring in building</li> <li>• New sound system</li> <li>• New roof</li> <li>• Kitchen needs to be repaired and fixed</li> <li>• Bathrooms need to be redone including need for handicap accessible</li> <li>• Heating system needs to be looked at</li> <li>• Overall building needs to be updated and maintained</li> <li>• Should we consider a new building? Compare costs to update old building vs. building a new building in presentation to Town</li> </ul>	Kalisa	<p><b>5/8/2023:</b> On hold pending Electors Meeting April 2024.</p>
X4	Grants	Kalisa/Lisa	<p><b>5/8/2023:</b> no need for any grant money at this time.</p> <p><b>March 2023:</b> Tabled to May meeting which will be the only topic. Need to determine what we are going to need funding for and follow all requirements of grant(s) to make this happen.</p>

X5	Community Events	Kalisa	<p><b>5/8/2023:</b> Kalisa to follow up with June on names and email addresses for recipients.</p> <p><b>April 2023:</b> Lisa drafted a letter to be sent to local community organizations asking for both financial and volunteer assistance for the 3 events the Committee does on an annual basis. Kalisa now needs to modify the letter for her take and send it out.</p>
X6	Chamber Park	Kalisa	<p><b>5/8/2023:</b></p> <ul style="list-style-type: none"> <li>• Restore Chief St. Germain - \$40-\$50K</li> <li>• Kalisa will bring up a GoFundMe account to pay for this at the Town Board Meeting.</li> </ul>
X7	Veterans Park	Lisa	<p><b>5/8/2023:</b></p> <ul style="list-style-type: none"> <li>• Lisa to order the 16 t-posts through June and provide to Jimmy Vogel.</li> </ul>
X8	Community Center Park	Kalisa/Kathy/Heather/Lisa	<p><b>5/8/2023:</b></p> <ul style="list-style-type: none"> <li>• Kalisa to make contact with DPW on pulling dead plants from around the playground and in front of the Community Center by June 20<sup>th</sup>.</li> <li>• Kathy to text Tom and ask him to help her move some trees/bushes that have overgrown their area.</li> <li>• Heather to check the cost of a new swing set complete with an inclusive swing as part of the new set.</li> <li>• Lisa to work with June on replacing the tennis court nets after Kalisa talks with Sherry Stecker re: specs for the nets.</li> <li>• Determine cost of 3 picnic tables and 2 benches for the playground as well as 2 benches for the tennis courts. Lisa to follow-up.</li> </ul> <p><i>Future:</i></p> <ul style="list-style-type: none"> <li>• At some point we should replace the spring riding toys with something more inclusive.</li> <li>• Need to replace the scoreboard at the baseball field. Need to add more dirt to the field and the bases need to be replaced.</li> <li>• It was suggested that we should add an outdoor basketball hoop for teens playing at night.</li> </ul>

			<b>October 2022:</b> The cost was found to be \$1200 per table. We will determine if we purchase any as we get closer to year end and know what we have left in the budget. It was determined that we need 2-3 tables as well as some benches at the playground.
<b>X9</b>	Skate Park	Kalisa	<b>5/8/2023:</b> on hold at this time.
<b>X10</b>	Move Park & Recreation Meeting to Room 6	Lisa	<b>5/8/2023:</b> submit new reservation forms to June

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