



**PARK BOARD MEETING
MINUTES**

Tues. May 26, 2020
7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Peter Reese, Jan Cuccia, Katie Huttemier, Alicia Schneider, Jim Freund, Mark Swanson

Members Absent:

Others Present:

1. Call to Order

Chair Berke called the meeting of the Town of Troy Park Board to order at 7:10 p.m. Meeting was held via Zoom Teleconference/Video Teleconference due to the COVID-19 pandemic. Meeting ID is 874 5190 2598.

2. Election of Chair position; election of Vice Chair position- Supr. Cuccia to conduct

NOTE: Election conducted after possible tornado warning and recess, following “Ranger Report.”

3. Public Comment

Request for comments by Chair. No one spoke.

4. Appointment of vacant Park Board positions

Supr. Cuccia reported that the Town Board filled 3 positions: reappointed member Freund (#4 position) and appointed Katie Huttemier (#3 position) and Mark Swanson (#2 position). Members Huttemier and Freund’s terms will expire in 3 years; member Swanson has a two-year term as he’s filling the remainder of Jane Hawkin’s term.

5. Approval of Minutes, including review & discussion

The Feb. 25, 2020 Park Board meeting minutes were reviewed. Discussion on Pemble’s access & motion. Supr. Cuccia moved the Park Board approve the minutes of the April 28, 2020 Park Board meeting with the following corrections: the discussion under Pemble’s Access (c) Discuss and consider days/hours of operation and schedule for opening, to be moved to after Ranger’s report and before budget review and also that the motion in first paragraph be amended to say “and to close indefinitely”; second by member Schneider. Motion unanimously carried.

6. Park Ranger Summary and Report, including discussion & review of monthly summary report

Chair Berke reported that Ron Schock gave out 5 citations for parking up top at Pemble’s. Ranger Becker will talk to Ranger Roen about removing downed trees

at Glover. TL Sinz Plumbing will repair bottle filler button at multipurpose building tomorrow. Ranger Roen is not using the current report format with notations for citations or warnings. Supr. Cuccia would like copies of citations as they are issued. Member Freund moved to approve the combined April 2020 Park Ranger report with note for all Rangers to be using a consistent format; second by Chair Berke. Motion unanimously carried.

Recessed meeting for tornado warning; meeting reconvened at 8:00 p.m.

Ranger Enforcement Action Summary:

Apr. 2020	Pemble's Access	Cove Boat Ramp	Glover Park	Totals
Citations Issued:	0	0	0	0
Warnings Issued:	0	0	0	0

- 2. Election of Chair position; election of Vice Chair position- Supr. Cuccia to conduct (item moved later on agenda due to tornado warning and recess)**
Supr. Cuccia opened the nominations for the office of Chairperson. Member Freund nominated Jill Berke for Chair for a one-year term. Member Reese nominated himself for the office of Chair. Supr. Cuccia called three times for any other nominations. Hearing none, nominations were closed. Each candidate gave brief overview of background and qualifications. Vote held by secret ballot; votes privately sent via text to Secretary Amanda Randall. Vote of 4-3 for Jill Berke to serve as Chairperson.

Supr. Cuccia opened nominations for position of Vice Chair. Chair Berke nominated member Freund for Vice Chair for a one-year term. Supr. Cuccia called three times for any other nominations. Hearing none, the nominations were closed. Supr. Cuccia moved for a unanimous ballot for member Freund to serve as Vice Chair; second by member Schneider. Motion unanimously carried.

- 7. Budget Review of Park Revenue/Expenditures; Expenditures & Funds, year-to-date 2020; Approval of Invoices**

The 2020 park revenue and expenditures through April 30, 2020, as prepared by the Town Clerk, were reviewed. Will get January report so it can be approved at June meeting. Income year-to-date through April: \$3,067.32; expenses: \$10,706.29. Impact fees available: \$144,987.00; county park fund balance: \$60,137.62; and 3-year CD is closed. Member Freund moved to accept the income and expenditures for April 2020 as tabulated by the Town clerk with the amendments they filed with Clerk and that she follow the two page format in the future; second by member Schneider. Motion unanimously carried.

- 8. Park & Recreation Reports**

Cove Boat Ramp:

- a. **Discuss and consider, activity and water level**
Ramp has been very busy and water level has been good.
- b. **Discuss and consider, posting of COVID-19 pandemic guidelines at boat ramp**

Glover Park has info posted on COVID-19 but nothing at the ramp. Supr. Cuccia will send signage to the Town to print and laminate; signs encourage social distancing and show figures with masks. Town did take action adopting the county guidelines/health advisory for COVID 19.

Glover Park:

a. Discuss and consider, securing picnic tables at West Pavilion

Visitors keep moving the picnic tables. Ron Roen's recommendation is to secure them into the cement as opposed to chaining them to the post. Discussion about best way to secure. Chair Berke will tape off tables to allow for social distancing. Discussion on frequency of this problem. Will discuss at future meeting after site visit.

b. Discuss and consider, consideration for and/or temporary modifications to park facilities due to COVID-19 pandemic, including review status of restrooms

Chair Berke reported that there is general information regarding health and safety measures related to COVID 19, posted at the entrance kiosk. Member Schneider has info on social distancing tips and other health and safety measures; will get that laminated and post. Discussed sanitizing the playground and possible temporary hand washing stations. Town Board is looking for recommendation on bathrooms and/or to open or close the playground. Town Board took action to close the bathrooms, playground, and Pemble's until their June 11th meeting, and is asking for a recommendation from the Park Board. Discussed what county and state parks are doing. Supr. Cuccia to get specific bathroom info from state park and county health department; she serves on a county COVID 19 task force, representing Troy. Chair Berke and Supr. Cuccia to also check on legal issue to fully understand the Town's options. To be on park site tour agenda.

c. Discuss and consider, security system for multipurpose building

Would be looking for motion capture and local storage, with ability to clearly see faces, and help to identify possible vandalism incidents. We have \$5,000 in budget for this. Chair Berke asked member Reese to research options, cost including install. He will report his findings at the August meeting.

d. Discuss and consider, schedule to open fields and facilities for baseball organizations

Member Schneider reported that the only fields teams have been approved to use are the St. Joseph township fields, and the Hudson School District approved groups of less than 10 on their fields. Baseball organizations put together guidelines for Gov. Evers to approve; haven't heard back. Wisconsin Dept. of Health recommendation was to plan for the season to be canceled or postponed based on how the state progresses. Concern about allowing small practices with no bathroom facilities. Will discuss again at park site tour. Member Huttemier left meeting at 9:15 p.m.

Member Schneider will let both ball teams know we're tabling this until the 9th and no action can be taken until after the Town Board meeting on the 11th. Supr. Cuccia will check on bathroom and playground policies and bring current COVID statistics; member Schneider will check on the county field policies with Aaron Mason and ask ball teams if they have any updates from other cities/towns.

e. Discuss and consider, preparation for opening ball fields

To be discussed at park site tour.

f. Discuss and consider, dugout project progress-Alicia

Member Schneider reported dugout entrance error was corrected. One roof at the North Field is complete; second dugout is almost complete. Two dugout installations at the South Field are in process.

g. Discuss and consider, timeline to stripe parking areas

Discussed in June of 2019, and got estimate of \$475 from Eric Ulman (vendor recommended by town crew member, Gary Parent) to stripe parking areas and handicapped accessible spaces; Berke will get updated estimate with layout sketch and report at future meeting.

h. Discuss and consider, trail restoration project details and timeline-Jill

Will look at during site visit along with Supr. Enerson and Rob Jones, Cedar Corp. Town Board was concerned with no specific cost on upgraded surface. Chair Berke will forward correspondence from Cedar Corp. to other members with more detail on costs and the type of aggregate.

i. Discuss and consider, review possible request by Hudson Lacrosse team for practices

Request came through Clerk's office. Chair Berke told them we're not considering the request at this time due to COVID-19. She did observe a group practicing at Glover with an adult coach. Discussion on what the policy would be for organizations during normal times. We don't have a formal request at this time. Berke will follow up with the requester as necessary.

Pemble's Access

a. Discuss and consider, schedule for opening with consideration for COVID-19 guidelines

City and county beaches are open, city has no COVID signage. Chair Berke would like to open once we can be open with less than 6' of social distancing. Discussed putting up signage and if it gets overcrowded, close the access. Discussed willingness of Rangers to patrol down there and PPE. Rangers Schock and Ranger Roen are concerned to patrol due to health concerns related to COVID-19 as stated by Chair Berke.

Town Board has closed Pemble's Access through June 11th. Discussion on parking on Town roads. Supr. Cuccia reported that the "No Parking"

signs on Glenmont Rd. were taken down during road construction last year, and will need to go back up. Discussed allowing walk-in and bike access only for a trial period through July 4th. Could move bike rack to just south of the gate. County Sheriff does patrol there. No action taken; matter to be discussed at the site visit for recommendation to Town Board.

b. Discuss and consider, preparation for opening (satellites, signage, rope)

Gary put trash cans out. Signage on north and south border needs to go up along with flagging; Supr. Cuccia will get signage up and maybe find more earth tone-colored flags. Will contact 5 Star Rental when the time comes for satellites. Harvey usually helps clear debris, will contact him. Member Swanson can help put up signs if needed.

9. Update report-bike/pedestrian signage installation by county-Jill

Chair reported that Troy is in line to receive bike and pedestrian wayfinding signs, as promised by the county through a county wide signage plan by the Community Development Dept. Chair Berke will work with town crew on installation.

10. Discuss and consider, utilizing volunteer database for various park projects

Discussion on legality of contacting potential volunteers who responded to the recent park and recreation plan for volunteer projects. Should be able to contact via email as long as an unsubscribe option is provided. Chair Berke and member Reese will work together on this.

11. Discuss and consider, Park Site Tour date

To be June 9th starting at 5:30 p.m. at the Cove Boat Ramp.

12. Correspondence

None to share.

13. Announcements and request for future agenda items

Member Reese will request quotes for painting pickle ball courts; he will report back at July meeting. Fencing at Pemble's has been fixed, no need for update. Could pull money from fencing fund for cost overruns in other areas, like electric in new building. Will look at fencing at site visit. No date has been set yet for the Town's annual meeting.

14. Adjournment

Supr. Cuccia moved to adjourn the meeting; second by member Schneider. Motion unanimously carried. The May 26, 2020 meeting of the Town of Troy Park Board adjourned at 10:43 p.m.

Next Meeting: Park Site Tour June 9th, 2020. Regular meeting June 23, 2020.

Respectfully submitted,
Amanda Randall
Secretary, Town of Troy Park Board