

## **VILLAGE OF GRAFTON**

### **PARKS AND RECREATION BOARD MEETING MINUTES**

**SEPTEMBER 21, 2016**

The Parks and Recreation Board meeting was called to order at 6:00 p.m. by Chair Canepa

Members present: Chair Meg Canepa, Trustee Lisa Harbeck, Trustee Tom Krueger, Jim Miller and Joanne Wolf

Members excused: Joe Hildebrand and Mark Slaminski

Staff/Officials present: Director of Parks and Recreation John Safstrom, Utility Superintendent Tim Nennig and Administrative Secretary Charlie Donohue

#### **MINUTES**

Motion by J. Miller, seconded by J. Wolf to approve the August 17, 2016 Parks and Recreation Board meeting minutes as presented. Motion carried.

#### **PERSONS REQUESTING TO BE HEARD**

None.

#### **WATER UTILITY PROJECT**

Utility Superintendent, Tim Nennig, explained the Water Utility is in the planning stages of replacing or relocating the Audubon Avenue Lift Station. The best option for this project would be to relocate the Lift Station to the southwest corner of Wildwood Park. This option will save the Utility \$141,600.

J. Miller asked why there is a need to relocate. Utility Superintendent Nennig stated attempting to replace the existing station in the same location will require construction and installation of temporary pumping facilities. These temporary facilities would require location either in the northbound traffic lane of Audubon Avenue or east back in Wildwood Park. The 20-foot bike path easement is not available for any type of construction due to a 27-inch storm sewer running right down the middle and for the entire length. Attempting to replace the existing lift station, wet well and aging electrical utilities would require an excessive excavation both depth-wise and in diameter. The open cut would result in the neighboring property losing all the landscaping on the north side of the front yard and also at least half of the existing driveway. The bike path would be unusable and the other neighboring property would likely see fairly significant encroachment into their front yard as well due to the size of the excavation.

He further stated relocating the replacement lift station to the park will allow the Utility to continue normal operation of the existing station during the entire construction phase, saving the Utility significant expenditures associated with temporary pumping facilities (\$141,600).

Trustee Krueger asked if the neighbors of this area have any concerns with this project. Utility Superintendent Nennig stated the neighbors have been very receptive and agreeable to this project, as well as, Parks and Recreation Director Safstrom and Director of Planning and Development Jessica Wolff.

Director Safstrom stated this is a little, if ever, used area of Wildwood Park.

Board members reviewed and discussed the pictures of the existing lift station and site of preferred location.

Chair Canepa inquired if there would be restoration of the shrubs and grass disturbed by this project. Utility Superintendent Nennig stated there would be a complete restoration and this would be included in the bid. Any disruption will be restored and would be the responsibility of the Water Utility. He further stated every measure to make this equipment blend into the surrounding area will be a priority.

Board members discussed possible landscape ideas.

Trustee Krueger stated he approves of the new location.

Motion by Trustee Krueger, seconded by Trustee Harbeck to recommend the Plan Commission allow the Water Utility to relocate the Audubon Avenue Lift Station to the southwest corner of Wildwood Park. Motion carried.

## **BIKE REPAIR STATION**

Director Safstrom informed members that due to the timing of the donation and construction, Ozaukee County was given permission to place a Bike Repair Station in Meadowbrook Park. Members reviewed the pictures of the bike station and all agreed that this is a nice addition.

## **2017 PROPOSED BUDGET**

Director Safstrom explained that the Parks and Recreation Department's 2017 General Fund Budget request was submitted to the Village Administrator on August 24, 2016.

He gave an overview of the budget and explained the changes that were made to the appropriate budgets including the most significant change being a request to increase the hours for the Senior Center Assistant. The Senior Center Assistant's hours are minimal and do not allow full coverage at the center. He further explained that it is difficult to staff the center when Senior Coordinator/Recreation Supervisor Karin Sevener is working at the Parks and Recreation Department for recreation programming

or on vacation. When this happens, one of the office staff from the Parks and Recreation Department works at the center.

Trustee Krueger inquired about a line item in the budget for the remodeling of the Veterans Memorial Park shelter. Director Safstrom stated the anticipated funds for this project are donated funds. At the present time, there are no donations for this project.

Trustee Krueger inquired if there are plans in place to improve the flow of the Interurban Trail through the Village. He stated many bikers have a hard time following the path through the streets of the Village. He further stated he would like to see shared lane markings put in place. Director Safstrom stated the Parks Department cuts the grass and works together with the Department of Public Works for any other maintenance regarding the path. He suggested this would be a matter for the Board of Public Works. Trustee Harbeck agreed that the Department of Public Works handles all the marking and striping of the roadways.

### **BENCHMARK MEASUREMENTS**

Board members had no comments regarding the Department's benchmarks.

### **OLD BUSINESS**

Trustee Harbeck asked Director Safstrom as to the whereabouts of the River Island Golf Course sign. She stated the large sign that shows the layout of the course is missing. Director Safstrom stated he would look into the location of the sign and be sure the sign is installed in spring.

J. Miller inquired as to the date of the Veterans Memorial Park Riverwalk ribbon cutting. Director Safstrom stated the ribbon cutting has not yet been scheduled. The date will be after the lighting is installed.

Chair Canepa stated that residents brought to her attention that the canoe/kayak launch at Veterans Memorial Park was under water last week. She asked if this is something that will continue to be an issue. Director Safstrom stated Grafton had received six and a half inches of rain in a matter of 11 days. This is well above the normal rainfall expected for the month. He did not anticipate this being an ongoing issue.

Trustee Krueger inquired about the dates for the Celebrate Grafton Beer Garden. Director Safstrom stated he is working on scheduling two to three dates in October. These dates will be scheduled around Pumpkin Fest, which will be held October 7 and 8. He further stated he would like the first date to coincide with the ribbon cutting of the Veterans Memorial Park Riverwalk, but is waiting for the installation of the lighting to be completed.

### **NEW BUSINESS**

Director Safstrom informed members that Joe Hildebrand has requested to remove himself from the board. He is very busy and looking into moving out of the Grafton area.

Director Safstrom asked members to feel free to ask anyone they feel would be of value to the Parks and Recreation Board to please go to Village Hall to complete an application.

### **SENIOR REPORT**

J. Wolf stated many members of the Senior Center are very happy the construction on Seventh Avenue is complete. The construction was a challenge for many members.

### **ADJOURN**

Motion by Trustee Krueger, seconded by J. Wolf to adjourn at 7:04 p.m.

Motion carried.