Parks, Recreation, and Forestry Committee Minutes of May 13, 2010

Meeting called to order by Chris Viegut, Vice-chairperson, at 6:30 p.m. in Room 108 at City Hall Plaza, 630 S. Central Avenue.

Present: Chris Viegut, Alderman Tom Buttke, Tom Oettiker, Brenda Baur, and Jane Yaeger

Excused: Jim Wein Absent: Julie Smith

Also Present: Ed Englehart, Parks and Recreation Director; Ben Steinbach, Parks and Recreation Maintenance Supervisor; Kelly Cassidy, Parks and Recreation Supervisor, and John Scheuer, MARSH 21.

Election of officers – Viegut asked for nominations for the office of chairperson. Baur nominated Jim Wein. No other nominations were made.

PR10-15 Motion by Buttke, seconded by Baur, to close nominations and cast a unanimous ballot for Jim Wein.

Motion Carried All ayes 4-0

Jim Wein was elected chair-person.

Viegut asked for nominations for the office of vice-chairperson. Yaeger nominated Viegut. No other nominations were made.

<u>PR09-16</u> Motion by Buttke, seconded by Baur, to close nominations and cast a unanimous ballot for Chris Viegut. Motion Carried All ayes 4-0

Chris Viegut was elected vice-chairperson.

There were no changes or comments regarding the April 8th, 2010 meeting minutes.

Public Comments: There were no public comments.

6:35 p.m. Tom Oettiker arrived.

The Committee agreed to hold the June meeting on Thursday, June 10th but the starting time will be moved to 5:30 p.m.

Englehart presented the request to approve the changes to policy 6.520 Athletic Facility Policies and Procedures - Baseball/Softball Diamonds as presented at the April meeting. The proposed changes were sent to the primary user groups of these facilities and no concerns or feed back was received regarding the proposed changes.

<u>PR10-17</u> Motion by Buttke, seconded by Yaeger to approve the changes to policy 6.520 Athletic Facility Policies and Procedures - Baseball/Softball Diamonds.

Motion Carried 5-0

Englehart presented information regarding his request to waive the field use fees for the MARSH-21 2010 Youth Baseball Tournaments. The funds raised by the two tournaments will go toward the completion of the dugout roofs on the G.P. Olson West baseball diamond. Viegut thanked John Scheuer for his continued leadership and efforts to make enhancements to the Steve J. Miller Recreation Area.

<u>PR10-18</u> Motion by Buttke, seconded by Oettiker to waive the field use fees for the Marsh-21 2010 Youth Baseball Tournaments and to charge for only for the direct costs incurred in preparation and maintenance of the fields during the tournament.

Motion Carried 5-0

Englehart presented information regarding the proposed electric transmission line easement at Wildwood Park. The 66' x 350' easement is for an existing Marshfield Utilities transmission line that crosses through the park between the parking lot and steam locomotive display. The easement will require that 13 existing trees, located in the easement, to be removed. The city would be paid approximately \$13,400 for the easement. City staff has proposed some alternate language for the easement to address existing utilities that are located within the easement. The easement will need to be approved by the Board of Public Works.

<u>PR10-19</u> Motion by Buttke, seconded by Baur to recommend approval of the easement to the Board of Public Works and to request that the Marshfield Utilities to take action to remove the distribution line pole from the parking lot when the parking lot is reconstructed.

Motion Carried 5-0

Information Items - The monthly report, attendance/revenue report and staff reports on current operations and projects were presented.

Yaeger inquired where the proceeds from the city police auction go. Englehart wasn't sure and will need to check on that and report back at the next meeting.

Committee Member Questions, Comments, and Suggestions: Baur asked if anything was planned to improve the finish of the wood area on the upper level of band shell stage. It looks pretty rough compared to the new areas. Buttke asked about any additional details regarding the tree fire that occurred at Braem Park. Viegut commented that he would be interested to know if the increasing brush and debris in our forest areas is anything that we need to be concerned with in regards to an increased potential for a fire hazard. Possibly this is something that the contractors performing the forest assessment can comment on.

Future Agenda Items: There were no suggested future agenda items.

Communications: Englehart distributed a listing of various comments that the staff and office had received since the April meeting. Thank you cards were received from the Marshfield Youth Hockey Association and Cub Scout Pack 360.

PR10-20 Motion by Baur, seconded by Yaeger, to adjourn. Meeting adjourned at 7:36 p.m.

Ed Englehart, Parks and Recreation Director