

Parks, Recreation, and Natural Resources Committee

Meeting Minutes

April 22, 2021

1. CALL TO ORDER, ROLL CALL. Meeting was called to order at 6:30 p.m. via Zoom by Village Trustee and Chair Carrie Nelson. Roll call: Nelson, Justin Rupert, Dan Kolk, Sarah Kuba, Katharine Pease, Darrell Waldera, David Wilson.

Staff present: Matt Schuenke, Village Administrator; Sayer Larson, Parks Superintendent; Jim Hessling, Public Works Director; and Phil McDade, public works staff. Also, Blake Theisen of Parkitecture + Planning consultants.

2. PUBLIC APPEARANCES. None.

3. APPROVAL OF MINUTES.

a. Discussion and action regarding the minutes from the Parks, Recreation, and Natural Resources Committee meeting held on March 25, 2021. Nelson motioned, Kolk seconded, to approve the minutes of the Parks, Recreation, and Natural Resources Committee meeting held on March 25, 2021. Motion approved 5-0-2.

4. BUSINESS.

a. Discussion and action regarding revisions to the job description and request to fill the vacancy for the Parks Crewperson position within the Public Works Department. Larson reviewed the job description with the committee, including some revisions from when the position was first created by the village three years ago. Revisions suggested by committee members included: adding the equivalency of a high school degree to the desired qualifications; adding the ability to obtain a Wisconsin Pesticide Application License along with applicable Commercial Driver's License endorsements; and clarifying the qualification of a combination of five years of related experience in parks and public works, and continued education and training in turf maintenance or urban forestry. Nelson motioned, Rupert seconded, to recommend the Village Board approve the job description with the revisions suggested by committee members, and to request that the vacancy be filled. Motion passed 7-0-0.

b. Discussion regarding master plan development at Community Park. Theisen of Parkitecture + Planning reviewed plans for the development of Community Park, a 26-acre parcel adjacent to County Highway AB, south of Siggelkow Road. Potential uses of the park would likely include two to three soccer fields, as village youth soccer programs would move from William McFarland Park to Community Park. The park could also include a shelter with restrooms, an indoor recreation building, and a walking/nature trail, and it would also need parking, Theisen said. Committee members also suggested the park could include a sledding hill and an outdoor event space. Parks Superintendent Larson said the McFarland School District would also like to utilize a village park for cross country races. Schuenke said the park would likely be serviced by a private well and septic tank for water and sewage services. He also discussed with the committee the potential use of land north of the park for construction of a school by the McFarland School District. The committee took no action on the agenda item.

c. Presentation of the Parks Superintendent's monthly report. Larson discussed with the committee the opportunity for sponsorships at the Disc Golf Course and the pilot BCycle program at McDaniel Park. Committee members expressed interest in pursuing the potential for sponsorships.

5. SCHEDULE NEXT MEETING DATE.

a. Thursday, May 27, 2021 at 6:30 p.m.

6. ADJOURNMENT. Rupert motioned, Waldera seconded, to adjourn the meeting. Meeting adjourned by unanimous consent at 8:20 p.m.