

**TOWN OF MIDDLETON
PARK COMMISSION MINUTES**
January 9, 2012

Chair McLain called the meeting to order at 6:30 p.m. In attendance were Commission members, Ted Koch, Mary Hoferle, Burr Fraser, John Andrews and Craig Benson. Also present were Jerry Wagner, Lead Road Crewman; Sara Ludtke, Deputy Clerk; and members of the public. Chad Halverson arrived at 7:45 and Bill Kolar, Board Liaison, was absent (excused).

1. **Proof of Posting.** Ludtke reported that the meeting notice was posted, e-mailed to the Town's e-mail list and placed on the Town's website.
2. **Approve Minutes of the Meeting of December 12, 2011.** Koch and Benson moved and seconded to approve the minutes of the meeting of December 12, 2011. Motion carried.
3. **Public Input.** None.
4. **Liaison Report.** Kolar was absent. Ludtke reported that the Board:
 - a. Approved payment to Chalet Meadows to reimburse for construction of the 240' trail segment.
 - b. Adopted Ordinance Sec. 8-1-7(b)(6) Repealing and Recreating, Town of Middleton Code of Ordinances, to set a School Zone Speed limit of 35 miles per hour in front of Sunset Ridge Elementary School when children are present.
 - c. Approved the draft survey regarding the Settlers Prairie Management Plan but only mail out the survey to those residents north of USH 14.
 - d. Approved the refurbishing of the Ice Age Trail sign at a cost of \$700 to come from the Park Development Fund.
 - e. Discussed at length (along with the Park Commission) the current Park ordinances and regulations at it's meeting on January 3rd. See Agenda Item #9 below.
 - f. Is currently reviewing the Town's speed limit ordinance for snowmobiles. This will be discussed again at the Town Board meeting of January 23rd.
5. **Presentation by Vierbicher Associates to discuss first steps of updating the Town's Outdoor Recreation Plan and park fees.** Rod Zubella and Kevin White, representing Vierbicher Associates, reviewed the steps in updating the Town's Outdoor Recreation Plan as outlined in the Vierbicher memo dated January 9, 2012. Ludtke and White will work jointly to provide the Commission past samples of surveys via email prior to the February Park meeting.

Carol Jean Schnier, 3394 Sugar Maple Lane, is the owner of several horses and agrees that many people who used to own horses in the Town no longer do.

6. **Presentation by Vierbicher Associates to discuss expectations of the Park Commission in the planning and development in the Town.** Rod Zubella and Kevin White, representing Vierbicher Associates, reviewed the role of the Park Commission's role in planning, financing, building and maintaining town parks and trails through the development and planning in the Town of Middleton as outlined in the Vierbicher memo dated January 4, 2012.

Halverson arrived at 7:45 p.m.

7. **Review estimates and possible approval of installing exercise stations throughout the ½ mile paved walking/running trail loop in Pioneer Park.** Wagner reviewed cost effective exercise systems for review by the Park Commission.

Duane Dixon, 7573 Lokken Lane, stated that the proposed equipment would attract passive users, along with active users in the park.

A survey will be sent to Town residents as part of the update to the Outdoor Recreation Plan. The Commission agreed to include a question asking residents if there is a need to build several of these exercise stations in Pioneer Park in this survey.

8. **Update on the Settlers Prairie Park Management Plan.** Ludtke informed the Commission that the survey was mailed out to all Town residents who reside north of Highway 14 during the week of January 9, 2012.
9. **Discussion and possible recommendation to Town Board to amend Town Park Ordinances Section 4-5 regarding park regulations and uses.** Benson and Koch moved and second to have McLain draft the intended definitions under Section 4-5-1(a)(1) & (2) and to recommend to the Board to adopt the definitions as amended by McLain. Motion carried.
10. **Report of Park Report of Park Related activities by Town Crew.** Wagner reported that the crew has mulched and trimmed the trees in parks. They also removed a brush line in Tallard Conservancy.
 - a) **Refurbish Settlers Prairie and Pioneer Park signs.** Benson and Andrews moved and seconded to recommend to the Board to approve spending \$3,850 from the 2012 Park Development Budget to refurbish the Settlers Prairie and Pioneer Park signs and to replace the Enchanted Valley Park sign. Motion carried.
 - b) **Replace Enchanted Valley Park sign.** See agenda item (a) above.

11. **Park Fund Financials.** See written report.

12. **Staff Report.** None.

13. **Commission Members' Announcements.** None.

14. **Adjourn.** Koch and Benson moved and seconded **to adjourn Motion carried at 8:37 p.m.**

These minutes were drafted by Sara Ludtke based on her notes and recollection and are subject to change on or upon approval at the Park Commission meeting of February 13, 2012 at 6:30 PM.

Items Recommended to Board

1. To adopt the definitions of active and passive parks under Town Ordinance Section 4-5-1(a)(1) & (2).
2. To approve spending \$3,850 from the 2012 Park Development Budget to refurbish the Settlers Prairie and Pioneer Park signs and to replace the Enchanted Valley Park sign.

February Agenda Items

1. Settlers Prairie Park Management Plan update with Biologic Environmental Consulting.
2. Outdoor Recreation Plan.
3. Haviland CSM – Keewatin Trail.