

Presque Isle Park & Recreation Committee
Minutes – February 14, 2018 9:30am
Town Hall/Community Building

1. **Roll Call:** Meeting called to order by Co-Chair, Bob Barofsky @ 9:30 a.m. Other Committee members in attendance: Jorja Burke, Al Drum, Otto Novak, Barb Peck; also, Cathy Logan Weber/Town Board Liaison and Max Wallace/Parks Maintenance. Others in attendance: Wayne McDonald & John MacLean/PI Lions, Carl Schoenecker/Sno-Bunnies, Scott McPherson/Director, PI Chamber of Commerce (COC), Sarah Johnson/COC & Economic Development Committee (EDC).
 2. **Approval of Minutes:** 11.08.17 minutes approved as submitted with a motion by Bob, 2nd by Al.
 3. **Correspondence:** Emails received by various Park Committee members from Merrill Horswill/TIS, Jeff Burke/TIS, Steve Garski/GLIFWC and Rod Sharka/volunteer-invasive plant control re control of invasive plants during 2018 (including garlic mustard, honeysuckle, yellow iris and buckthorn).
 4. **Administrative**
 - A. *Community Pavilion Project:* Bob outlined procedures to be followed. No sheet metal structures had been considered; \$10,000 has been budgeted and set aside thus far; as Bob initiated this project w/two contractors in 2017, he'll continue as lead on this project. Al advised we would not hire an architect but will advertise for contractors to submit proposals. No firm time frame has been set but, foremost, safety is an issue.
 - B. *Updates from Town Board:* Cathy Logan Weber/Liaison
 1. Invasive plants on town property: (info from Merrill/TIS and Steve Garski/GLIFWC). Honeysuckle on town property located by Ron Sharka/Cathy Weber. Steve found buckthorn on north pond along with some garlic mustard (GM). Jeff Burke/TIS will tag GM w/Steve Garski and then Lee Shambau/4 Control will address in the Spring. Merrill wrote that the town needs to again send letters to property owners with GM, advising that Lee will treat their properties in Spring. She also advises that buckthorn is not on our town list of noxious weeds, so we may not be able to do anything more than educate the homeowner about that particular invasive plant.
 2. Vehicle Control Gates/Pipke Park: Project was initiated by Marshall Reckard/PI Town Chair in Fall 2017 who requested the Park Committee explore possibilities. Discussion ensued re several types of gates: bollard-style, removable post, swinging, etc. It was noted that some gates may make it difficult for the snowmobile groomer to make turns. Park Committee is to determine the most appropriate gate-type, suggest the placement and necessary signage and then make a recommendation to the Town Board. Gate area needs to be wide enough or removeable for maintenance. Question asked: Should gates/posts include some sort of reflective material? Timeline: Spring 2018 after snow-melt and an on-site visit.
 3. Winter entrance to Pipke Park: Some people have expressed concern for danger in our multi-use trails. Discussion ensued: It has been pointed out several times that communities similar to PI have utilized multi-use trails without incidents and that the approval of our grant application and monies awarded by the DNR to build the trail were dependent upon the multi-use concept. Signage is posted and care must be taken by all using the trail. Also, someone has suggested to Cathy they would like see vehicle access provided from Main Street, past the Lutheran Church and into the park. This route was investigated prior to park construction and, at that time, the Church stated they do not want vehicle access to the park through their property. In addition, per Al, his memory is that a prior study showed the vertical cliff owned by the town as too problematic for road construction. John MacLean offered that there is documentation showing the hill was given to the children of PI in perpetuity. He will provide a copy of that document. Residents of Church Street had also stated they are not in favor of this use because of increased traffic in the neighborhood. Someone else has suggested we look at the area next to the substation on Hwy B. This location would likely require wetland fill and will need permitting. Bob is not in favor of changing vehicle access to Pipke Park.
 - Otto advises that EDC has an initial walking/biking plan connecting Main Street to Pipke Park and suggests we wait until EDC comes back with a design plan for access from main street. Barb advises she favors looking at the big picture and the coordination of the various projects which are being suggested. The Committee agrees to wait for design as Otto suggests.
 - C. *Budget Expenditures through 01/24/18:* Numbers reflect current expenditures.
 - D. *Other Administrative:* None
5. **Parks and Landings**
 - A. *Pipke Park*
 1. Trail Update - Bob's been on the trail twice during the last couple days and the trail looks good. Max says all is well.
 2. PI Lions' proposals for Pipke Park - (specifically: enlarge parking area by 140'x60'; install flood lights at skating rink; build an addition to the pavilion, include upgrading interior electricity and expanding the serving area; and addressing the swimming area), were presented by Wayne McDonald and John MacLean. Bob advises that the Lions need to address the following in order for the Park Committee to make their recommendation to the Town Board: Cost of projects, the funding

sources, exterior lighting issues (type of lighting, type of poles, lighting ordinance compliance) for these projects. Also, determining the setback of the proposed addition from the Ordinary High Water Mark and then what permitting may be necessary would be best researched after a Spring on-site visit. It was noted that prior to receiving these proposals, other residents had requested space for playground equipment in this area. Wayne advises that the Lions have set a goal to raise up to \$10,000 to fund these projects and they will present their plans to the Park Committee when the requested specifics are formulated. Recommendations will be presented to the Town Board by Parks after the suggested Spring on-site visit.

Installation of flood lights was then discussed further: Is there a need? Cost factor of lighting? Is it a valued addition? Product types and cost of lighting will be compiled by Wayne/John, presented to the Park Committee, followed by a recommendation to the Town Board. John said he's a "minimalist" when it comes to lighting and would like to see unobtrusive posts/lights. Otto and Barb would like time limits placed on hours of operating the lights to be considered. Per Wayne, the Lions will put proposals together with dollar values for presentation.

Also, Wayne noted that one of the heating exhaust pipes in the pavilion is loose – Max will check on this.

Barb has volunteered (at Bob's request) as "coordinator for Pipke Park projects" which includes coordinating the Lion's proposals as outlined above, and the EDC plan for a walking/biking access trail connecting Main Street to Pipke Park (see 4B3 above). In addition, ideas/requests continue to be brought to the Park Committee, Barb will consolidate, keep track of and present them to the Park Committee for review and decisions on how to proceed. Barb was thanked for "volunteering." The Park Committee is in agreement that timing is good for consideration of these projects.

3. EDC Proposals: These items were passed to Barb for coordinating on-site suggestions (see paragraph above).
 - a. Improved fire pit – No decision made today, wait for the Spring on-site visit to determine best type/location.
 - b. Establishing a hockey club was not discussed.
 - c. Flooding/maintenance suggestions for ice skating area - Max addresses all rink issues and is satisfied with this winter's results.
4. Other: Bob reminded all that individual members of the Committee do not direct Max's work; instructions for Max's duties come from the town board.

B. Community Park

1. Painting of a mural on Pit Toilets: Barb and Cathy thought local school children may like to participate in painting. Cathy will be coordinator for project. Barb will contact Nate Breitholtz at NLS Art Department.

C. Other Parks/Landings

1. Main Street: Walking/Bike Path Access to Pipke Park from Main Street. Item to be addressed by Barb with the EDC when their proposals/plans are complete. (See 4B3 and 5A2 above.)

6. **Other:** None

7. **Public Comment:** Included within items listed above

8. **Next Meetings:** 03.14.18; 04.18.17 at 9:00 a.m.

9. **Adjournment:** Bob adjourned the meeting @ 11:10am with a motion by Barb and 2nd by Al.

Respectfully submitted,
Jorja Burke, Secretary

Unapproved Minutes

**Presque Isle Park & Recreation Committee
Minutes – March 14, 2018 9:00am
Town Hall/Community Building**

1. **Meeting called to order** at 9:05am by Co-Chair Al Drum. Other committee members in attendance: Jorja Burke and Barb Peck. Absent: Bob Barofsky and Otto Novak. Also, in attendance: Cathy Logan Weber/Liaison to Town Board and Max Wallace/Park Maintenance. PI residents attending this meeting: None
2. **Approval of Minutes of 02.14.18** by motion of Barb, 2nd by Al.
3. **Correspondence**: None
4. **Administrative**
 - A. Updates from Town Board - Cathy Logan Weber/Liaison
 1. Gates/Pipke Park (fabrication by shop crew): Town crew is fabricating the gates. Reflective material can be added after installation if not already included.
 2. Other updates: Highlights of topics for committee reports @ town board meeting.
 3. A rumor has been heard that vendors will set up in the Gary Wallace Baseball Park during PI Days 2018. The Main Street will not be closed during that time. Cathy verified this information; the Park Committee was not asked for their recommendations.
 - B. Budget Expenditures through 03.07.18. Received from Lorine.
 - C. Other Administrative:
 1. Preliminary Community Needs/Wants Report by Barb follows. Discussion of each item ensued.

**Preliminary Community Needs/Wants Report
Park and Rec Committee - 03.14.18**

Per Barb Peck: After speaking with Lions, Lioness, SnoBunnies, Chamber of Commerce, EDC and community members, I repeatedly heard the following is needed:

- | <u>Item:</u> | <u>Discussion of item (if any):</u> |
|--|---|
| 1. Outside electrical outlets at the Pipke Park Pavilion | Self-explanatory. |
| 2. Improved inside wiring at the Pipke Park Pavilion | Additional circuits & outlets. |
| 3. More parking at Pipke Park | Incr. to 140'x 65'; sketches @ next mtg. |
| 4. Permanent fire pit at Pipke Park | Types discussed. |
| 5. Lighting for the sledding and skating area at Pipke Park | Proposing 2 lights. |
| 6. Large sink inside the Pipke Park Pavilion | Deep sink. |
| 7. Cut weeds so people can get to the fishing pier at Pipke Park | More cutting, more goose access. |
| 8. Install steps to get down to pond | Discussion after Spring site visit. |
| 9. Move picnic tables that are inside Pipke Park pavilion to outside. | Discussion after site visit. |
| 10. New tables & chairs for Pipke Park pavilion | Use tables being replaced @ PICC? |
| 11. Couple canoes & kayaks, skates, sleds for use at Pipke Park | Check liability & insurance again. |
| 12. Electrical outlets at Sensenbrenner Park | No discussion. |
| 13. No additional kids' playground equipment is needed | Possible swing set only? |
| 14. Improve Lynx Lake boat landing | Is a new concrete apron necessary? |
| 15. Town beach | Response from individuals: "No swimming in pond." Discussion by Park Committee: "Cannot construct a new beach @ Wilderness; traffic a problem at existing sandy area on Hwy P @ Team Retreat dock." |
| 16. Recycle Bins/Garbage Containers (This item is an addition to the list) | |

Al suggested the following categories for the above with items indicated by respective identifying number:

Building Electrical

1. outside
2. inside

Building Architectural

6. Sink/serving area

Grounds Outside Near Pavilion

3. Lions - parking
4. Fire pit
5. Lions – lighting sled/skate area
7. Cutting weeds
8. Lions – steps to pond
9. Move picnic tables outside
10. Bring PICC tables to pavilion
13. Swing set
16. Recycle/garbage containers

Recreation Equipment

11. Canoes/kayaks/skates/sleds

Sensenbrenner Park

12. outlets

Lynx Lake Landing

14. Improve apron

General

15. Swim Area

5. Parks and Landings

A. Pipke Park (**Following items delayed to April agenda because of time spent; some discussion of items at 4C1 above. Many of these items will not be addressed until after a site visit this Spring.**)

1. Trail Update
2. PI Lions Proposals (specifically: enlarge parking area to 140x60, flood lights and addition to pavilion).
3. EDC Proposals (specifically: improved fire pit, flooding/maintenance of ice rink, hockey club).
4. Other

B. Community Park

1. Painting of a mural on Pit Toilets, update: Cathy addressed suggestions from pit toilet expert, Dick Logan, were discussed.

Further, Cathy wonders about viability of the building. The P&R Committee will make a recommendation to the Town Board

after more info is gathered by Cathy.

C. Other Parks/Landings: Ball Park: rumor, booths on ballfield during PI Days. See 4A3 above.

6. Other: None

7. Public Comment: None

8. Next Meeting: April 18, 2018, 9:00am. Agenda items: 1. Activities management in town parks (such as events scheduling and condition of park equipment.) Also see ordinance # ___ pertaining to these activities; 2. Application for funding for Pipke Park; 3. PI Comprehensive Open Space Plan 2019-2023.

9. Adjournment: Motion by Barb, 2nd by Al. Adjournment at 11:45am.

Submitted by,
Jorja Burke, Secretary
PI Park and Recreation Committee

Unapproved Minutes

Presque Isle Park & Recreation Committee
Minutes – May 9, 2018 9:00am, Town Hall/Community Building

Meeting called to order at 9:08am by Co-Chair Al Drum. Other committee members in attendance: Jorja Burke and Otto Novak. Absent: Bob Barofsky and Barb Peck. Also, in attendance: Cathy Logan Weber/Liaison to Town Board and Max Wallace/Park Maintenance (briefly). PI residents attending this meeting: Peggy Johnson Weissner and Ken Middleton. Bob will take a leave of absence due to family issues. Al will assume the role of chair for Park & Rec during the interim. Al thanked Jorja for her 15 years of service in the Park Committee.

Approval of Minutes of 03.14.18; motion by Al Drum, 2nd by Jorja. Approved.

Correspondence - None

Administrative

A. Updates from Town Board - Cathy Logan Weber/Liaison

1. Log Pavilion: Cathy has spoken with PI resident Al Eschenbach who is willing to discuss this project with Al Drum. Also needed is an estimate for demolition of current pavilion.
2. Terrestrial Invasive Species Grant: Merrill Horswill/TIS brought a DNR grant designed for use within land open for hunting to Cathy's attention. As we have 2 areas open to hunters (Nature Trail behind Community Center and DNR leased lands in Pipke Park) this grant may have application for PI Parks in 2019. Merrill will follow. Cathy and Jeff Burke/TIS walked the area from CC to Sensenbrenner Park yesterday. A few honeysuckle plants were found and Lee Shambeau of 4 control will address when he is here to spray for garlic mustard. No new growth of Japanese knotweed was seen, however, Ken Middleton pointed out this invasive is not up at this time of year. Also, Ken advised there is honeysuckle on the north pond. Cathy will look for it. Wilderness Trail honeysuckle has been cut; painting of stubs to occur in fall.
3. Lynx Lake Pier: Brought up at town board meeting. Marshall is following-up; Al will contact him.
4. Vault Toilet @ Fire Barn: Cathy has contacted local contractors and will continue researching. Issues include: ventilation, replacing roof (in budget), screens on west side of structure need repair/replacement, installation of cross-ventilation and exterior painting.
5. Epoxy Paint on Pipke Park Pavilion Floor: Future agenda item.
6. Recreational Immunity Statute: Jorja gave a copy to Al. Otto will take the public availability item of kayaks, canoes, etc. to the Economic Development Committee (EDC).
7. Signage @ Shanty Boy: Chamber of Commerce may have GPS co-ordinates from a couple years ago when Cathy was employed by the COC. Al suggests asking Rod Sharka to create new GPS coordinates for posting with Vilas County. Signage such as that within Pipke Park may be of value in Shanty Boy area. Otto suggested the "branding" or "rebranding" of town amenities. For instance, changing the name of "Pipke Park" (named thusly to honor Caroline Pipke's service in creating/administrating for Presque Isle's Parks/Cemetery areas) to "Presque Isle Park" thereby creating a "brand" for the town. Peggy agreed that creating a brand is important. Jorja asked if we would then consider renaming Sensenbrenner Park and Gary Wallace Ball Field. Otto noted that the town had previously changed the name of the Library from Irma Stein to Presque Isle Community Library. Peggy also suggested PI needs a town logo, (in place of the one in use or in addition to was not discussed). Al asked for this item to be included in the June 13 agenda; the Pipke Park name change should be thought about and scheduled for future discussion per Otto.
8. Regional Planning Commission Survey: Survey forms and posters for 2019-2024 plan were given to Al by Cathy. Jorja will send the current VC (2014-2019) 5-year plan info to Al. Return of survey forms requested no later than July 27, 2018.
9. Other Updates: A. Garbage bins at Sensenbrenner are overflowing and roof on Kiosk is in poor shape. B. The EDC has asked if a Park Committee member would like to work with them on the Main Street rejuvenation project. Future agenda item, per Al.

B. Budget Expenditures through 05.02.18: No issues.

C. Other Administrative

1. Preliminary Community Needs/Wants Report: As Barb is absent, no new report. Discussed list from March. Al says Committee members need to know what our Charter is with the town. He has obtained a copy which states the need to continually advise and recommend projects within the parks to the town board.

As Otto needed to leave the meeting at this point and as there was no longer a quorum, there was no longer a meeting and minutes could no longer be recorded. The remaining items on the agenda are to be transferred to the June 13, 2018 agenda, per Al:

2. Activities management in town parks
3. Application for funding for Pipke Park
4. PI Comprehensive Open Space Plan 2019-2024. Copy is in Library.
5. **June 13 agenda item addition: Branding of the township**

Parks and Landings

A. Pipke Park

1. Trail Update
2. PI Lions Proposals (specifically: enlarge parking area to 140'x60', flood lights and addition to pavilion)
3. EDC Proposals (specifically: improved fire pit, flooding/maintenance of ice rink, hockey club)

- 4. Other
- B. Community Park
- C. Other Parks/Landings

Other - None

Public Comment – Contained within text above. No additional comments.

Next Meeting - June 13, 20189.

Adjournment: As there was no longer a quorum of Park Committee members, the meeting was adjourned by AI at 10:00a.m.

Respectfully submitted,
Jorja Burke, Secretary

UNAPPROVED MINUTES

PARK AND RECREATION SPECIAL MEETING
October 15, 2018

Attendees: Al Drum, Pete Cober, and Bob Barofsky

Location: Forestry. Recreation and Land Department, Eagle River

Purpose: Inspection, evaluation and discussion of possible snowmobile bridge.

Discussion of the bridge with Vilas County Trail Coordinator, Dick Mayo. Mr. Mayo offered the bridge for a cost of \$1.

Dimensions of the bridge:

Length: 54'

Width: 12'7"

Height from deck: 3'6"

Materials: steel structure with wooden deck

Load capacity: 10,000 lbs.

Park and Recreation Committee with present a recommendation to the town board.

Submitted by,

Bob Barofsky
Committee Co-chair

Presque Isle Parks and Recreation Meeting Minutes
Special Meeting November 19, 2018
Review Comprehensive Outdoor Recreation Plan, 2019-2023

The special meeting was called to order by Chair, Barb Peck, at 10:06 A.M., Monday, November 19, 2018, in the Presque Isle Town Board Meeting Room.

Also present were Bob Barofsky, Pete Cober, Al Drum, Secretary, Cathy Logan Weber, Board Liaison

Barb suggested that members review the draft recreation plan, prepared by Pete, by considering each page in order, suggesting any changes. All agreed by acclamation.

Members analyzed each page, with Pete making notes for changes and additions.

At the conclusion of the session, Pete offered to make changes by the week after Thanksgiving.

Members decided to schedule a second special meeting for Tuesday, November 27, 2018, to ratify changes to the draft plan.

Al moved to adjourn at 12:14 P.M., seconded by Pete. Meeting adjourned.

Al Drum
Secretary, Presque Isle Parks and Rec Committee

Presque Isle Parks and Recreation Meeting Minutes
Special Meeting November 27, 2018
Review Comprehensive Outdoor Recreation Plan, 2019-2023

Agenda Item 1—Call to Order--The special meeting was called to order by Chair, Barb Peck, at 10:06 A.M., Tuesday, November 27, 2018, in the Presque Isle Town Board Meeting Room.

Also present were Bob Barofsky, Pete Cober, Al Drum, Secretary, Cathy Logan Weber, Board Liaison

Agenda Item 2—2019-2013 Comprehensive Outdoor Recreation Plan Update and Discussion— Committee members addressed the corrected draft recreation plan, page by page, agreeing upon several small changes. Members discussed meeting again on Monday, December 3, at 10:00 A.M. to make a final review of the plan and to consider passing a motion to recommend adoption to the Town Board. Pete will copy the pages in the plan that list all anticipated future Park and Rec projects and submit to Town Chair Marshall Reckard, in hopes that Marshall can submit the list to Vilas County in time to be included in their outdoor recreation plan as well.

Agenda Item 3—Survey to acquire input on recreational needs—Members briefly discussed conducting a survey to discover preferences of residents for various outdoor recreation pursuits. As part of this discussion, members decided upon the following agenda items for the December 3 meeting:

- Discussion and possible action to adopt the draft Comprehensive Outdoor Recreation Plan
- Discussion and possible action on the implementation of an outdoor recreation survey
- Discussion to update members about the Pipke Park Lions projects
- Discussion and possible action on recommending improvements to the pathway around the Pipke Park north pond, including input from DNR
- Discussion and possible action on the removal of felled trees along the Pipke Park wilderness trail, including input from DNR

Agenda Item 4—Public comment—None

Agenda Item 5—Adjournment--Al moved, seconded by Pete, to adjourn. Motion carried. Meeting adjourned at noon.

The next regular meeting will be Monday, December 3, 2018, at 10:00 A.M. in the meeting room at **Headwaters Real Estate.**

Al Drum
Secretary, Presque Isle Parks and Rec Committee

**Presque Isle Parks and Recreation Meeting Minutes
Regular Meeting December 5, 2018**

Agenda Item 1—Call to order—The regular meeting of the Presque Isle Parks and Recreation Committee was called to order by Chair, Barb Peck, at 10:07 A.M., at the offices of Headwaters Real Estate, Presque Isle. Also present were Pete Cober, Bob Barofsky, Secretary, Al Drum. (Note that the minutes of the the November 19, 2018 special meeting, the November 27, 2018 special meeting, and the December 5, 2018 regular meeting will be considered for approval at the January 9, 2019 regular meeting.)

Agenda Item 2--Approval of the 2019-2023 Comprehensive Outdoor Recreation Plan—Al moved to approve the latest draft of the 2019-2023 Comprehensive Outdoor Recreation Plan, seconded by Bob. The approval would then be presented to the Town Board for their approval at the December 6, 2018 Town Board meeting. Motion carried. Bob was concerned that the Board had only the one day to consider their approval.

Agenda Item 3—Survey or other option to gather public opinion on recreational needs—Barb presented details for the printing and mailing of a survey questionnaire provided by Hahn Printing. The survey document would likely be two-sided, folded, mailed either as a self-mailer, or, as an option, sent in an envelope, mailed to all 1500-plus Presque Isle property owners, using bulk mailing postage, costing from approximately \$750, to \$850, including postage. Further discussion followed regarding added costs for including a stamped, self-addressed return envelope. The Economic Development Committee mailed a survey regarding broadband without the return envelope, with a 15% return rate, considered a good return. Further discussion explored the wording of the survey, the best time of year to send out, perhaps using the computer to gather responses rather than regular mailings. No further consideration this meeting.

Agenda Item 4—Lions' projects in Pipke Park—Wiring is presently in process. New external outlets are on new pedestals, not mounted on building external walls. Inside work projects will come later. Light pole installation is nearly complete.

Agenda Item 5—Firewood gathering in Pipke Park and NHAL—In discussions, it was realized that permits are needed to remove any firewood originating in NHAL portions of the Wilderness Trail region. Pete offered to secure any necessary permits. Much of available down trees suitable for firewood is a long way in, making it hard to transport. Cathy may suggest to the Town Board that Max can bring out firewood occasionally when he is working on the trail and leave it where residents can easily access it for removal. Bob reported that Bill Logan offered to remove brush along the Pipke Park driveway, upland from the river bank, from about the snowmobile bridge to near the pavilion parking area.

Agenda Item 6—Improvement to the North Pond Trail—The easterly stretch of the North Pond trail that parallels CTH B has a lengthy wet, sometimes muddy and soggy, portion that perhaps can be improved in some way for better footing. Barb will discuss this with Town Chair Marshall Reckard.

Agenda Item 7—ADA Guidelines—Discussion centered on the apparent complex process to make the South Pond fishing pier compliant with the American Disability Act. Barb will contact the Department of Natural Resources for guidance.

Agenda Item 8—Public Comment—A proposal is in hand from Hunter Engineering to study the log pavilion by the town offices to determine necessary repair elements and repair costs. Hopefully the proposal contains enough detail for the Town Board to accept. In further discussion, the purchase and installation of improved signs identifying the Wolter Conservation lands was considered. The signage would be placed at the intersection of CTH B and East Bay Road.

Respectfully Submitted,

Alan Drum
Secretary, Presque Isle Parks and Recreation Committee
Transcribed December 25, 2018.