

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, August 13, 2013

1. Call to order by Beth Arneberg at 6:02 p.m.
Roll Call: Members Present: Curt Stepanek, Audrey Stowell, Dale Berg, Beth Arneberg, and Heidi Hoekstra. Absent: Carmen Muenich and Rob Kiefer.
Staff present: Dick Hebert.
2. Approval of July 9, 2013, Minutes: **Motion by Dale Berg, seconded by Curt Stepanek, to approve the July 9, 2013, minutes. Motion carried.**
3. Personal Appearances By Citizens. Chad Christensen of Christensen Glass presents his idea of a scavenger marble hunt in the Park. He did it earlier this year, and it was very popular. He is proposing a similar event the last weekend of August and possibly it could become an annual event. The marbles would be redeemable for prizes. He's working with Main Street. There is no charge. Donations encouraged. This is an event for all ages. He is also encouraging people to pick up garbage as they are searching for marbles.

Carmen Muenich arrives at this time.

Michelle Jackowski & Shawn Corbin are proposing that they provide a chainsaw sculpture to the park. Dick states that they are cutting down a white pine that can be used. Discussed the possibility of it being displayed in the Park for a year and then raffling it off as a fundraiser. Another sculpture could then replace it. The change would be a draw as well.

4. Discuss / Consider Special Event Applications:
 - a. Curt Manufacturing Fall Festival – Sunday, September 15, 2013. This event falls into the special event category because of the number of people expected to attend. They have reserved the Main Pavilion. **Motion by Carmen Muenich, seconded by Heidi Hoekstra to approve the special event application of Curt Manufacturing. Motion carried.**
5. Discuss/Consider.
 - a. New Bathrooms in Irvine Park. Jody Andres from SEH reports on the bids received for the replacement bathrooms in the lower end of the park. He explains that the ground needs to be raised because of the flood plain. All three companies that bid are using Huffcutt. Olympic Builders is the lowest bidder. Jody indicates they are willing to work with us regarding the schedule. SEH is working on the asbestos removal. This is an unknown cost not included in the bid. In addition to the \$182,750 bid, there is approximately \$2,500 in pre-construction costs, \$10,000 in architectural fees, and an unknown cost for asbestos removal. **After discussion, motion by Dale Berg, seconded by Carmen Muenich, to approve the bid of Olympic Builders General Contractors, Inc. of Holmen, WI, as presented. \$180,000 of expense will be coming out of bonding money with the remainder, including the pre-construction, architectural, and asbestos removal expense, coming out of the Irvine Park Donation Fund.** Carmen

asks about whether the completion date can be enforced. After brief discussion, **Motion carried.**

- b. Kell's Corner / Glen Loch Improvement Project. Jim Hohncke, Jr. of JDH Landscape Architects presents his landscape proposal. This covers the pipe inlet, pipe outlet, and rain garden areas as well as the roadside. He reports that all but the oak trees will be planted this fall. The areas will be treated with round-up beforehand, so it is suggested that there be some sort of notification to the public by website or Facebook that this is in preparation of future plantings. Curt suggests using material other than mulch for the walking paths.
 - c. Director / Recreation / Casper Park / Parks / Zoo Report. Dick announced that we are the recipients of the Endowment Fund of Gerald and Evelyn Thorpe, and additional information will be received at the October Board meeting. Also, the final building design for the Welcome Center will be presented by Bob Sworski in September. Dick is planning the community meeting concerning the project will be in October. Dick also reports that we have hired a new recreation supervisor. Tom Eisenhauer will be starting on August 21. He is a recent graduate of UW-La Crosse. The time capsule will soon be moved to Wiley Park. Dick indicates the maintenance building and park workshop will be re-shingled by local contractors. There is some cracking around some planters at the Bear Den that will be fixed. He reports that Carmen has been approached concerning bringing back a totem pole again.
6. Approve Claims. **Motion by Carmen Muenich, seconded by Heidi Hoekstra, to approve claims of \$69,932.92. Motion passed.**
 7. Board Member comments or concerns. Curt suggests that during the scavenger hunt, we make clear that no digging or moving of items will be necessary to find marbles so no one feels they need to do that. Dale asked about the timing of moving the playground equipment from the Garden Street playground to the East Hill. Dick hopes this could be done this fall. There is also discussion that the possible sale of park property be put on a future agenda. Beth thanks Dick for all of his hard work and extra time put in during Pure Water Days, especially with the absence of Megan.
 8. Continuation of Discuss / Consider:
 - a. Park Board Tour of Irvine Park Playground Equipment. The main playground by the pavilion is looked at and discussed.
 9. Adjournment. **Motion by Heidi Hoekstra, seconded by Dale Berg, to adjourn at 7:27. Motion passed.**
 10. Park Board Annual Picnic: The Park Board adjourned for their annual picnic no further discussion took place.

Submitted by:

Audrey Stowell, Secretary