

**Minutes of Meeting**  
**Town of Neenah Parks and Trails Committee**  
**Monday April 4, 2022**  
**1600 Breezewood Lane, Neenah**

Present In-Person: Dave Bluma, Tom Jankowski, Mark Meyer, Jim Pawlowski, Aaron Zemlock, Supervisor Brooke Cardoza, and Jake Cowling.

Also Present: Regina Uerkwitz, Deputy Clerk-Treasurer Vicki Boushele, and Administrator-Clerk-Treasurer Ellen Skerke.

Chairman David Bluma called the meeting to order at 6:00 pm.

**Approval of Minutes:** Approve Meeting minutes from October 4, 2021  
This Delay approval until May 2<sup>nd</sup> meeting

**Open Forum**

- Duane Sargent, 129 Klompen Ct. spoke regarding Keating Park and encouraged the Parks and Trails Committee to asphalt the existing trail that runs between the parking lot and Woodside Court. This trail is used frequently by residents in the area and others in the broader surrounding area. Duane provided photos showing the poor condition in the spring season.

**Financial Budget / Expenses**

*2022 Actual*

- E. Skerke reviewed the status of the 2022 budget and expenses to date.

**Discussion/Update/Action**

**Schedule and Location of 2022 Parks and Trails Meetings**

Parks and Trails Committee set the following dates and locations for the 2022 meetings

- Monday, May 2<sup>nd</sup> – Municipal Building, 1600 Breezewood Lane
- Monday, June 6<sup>th</sup> – Mahler Park, 1536 S. Park Ave.
- Tuesday, July 5<sup>th</sup> – Conservancy Park, 1674 S. Park Ave
- Monday, August 1<sup>st</sup> – Franzoi Park, 1450 Radcliff Road
- Tuesday, September 6<sup>th</sup> - Keating Park, 128 Klompen Ct.
- Monday, October 3<sup>rd</sup> – Municipal Building, 1600 Breezewood Lane

**Soccer Clubs Plans for use of Mahler Park Soccer Fields**

- Table until next month's meeting

**Baseball Clubs Plans for use of Baseball Diamonds**

- Table until next month's meeting

**Park bench donation from Robert Lee**

- E. Skerke stated that Parks and trails received a donation for a park bench in Memory of Jan Lee. The Donor's request is 1<sup>st</sup> choice at Conservancy Park, 2<sup>nd</sup> choice at Franzoi Park. Jan Lee loved flowers, thus Conservancy Park as first choice, however the Lee's used to live near Franzoi Park.
- General discussion by the Committee of the two options. Conservancy Park already has enough benches, Franzoi Park with the newer playground area and planting beds being added might be a better choice.
- E. Skerke noted that there is already a bench in inventory, in 2021 the committee ordered two benches to save on shipping costs. Jake could install once the placement is determined.
- General Consensus was for placement at Franzoi Park.

**Town of Neenah Ordinance Review Chapter 211 – Parks and Recreation Areas**

- The Committee commented on language in Parks and Recreation Ordinance Chapter 211, noting there is language on gatherings of over 20 individuals requiring a Special use Permit. We should start using a Special use Permit process just so that we have the information regarding the rental, such as Farm to Table, The Duathlon and other events such as this. E. Skerke to modify section 211-3g accordingly and review Special Use Permit application. .
- General discussion about section 211-2 (A)(2) regarding restrooms and washrooms. Add the word “biological” to the last sentence, No person over the age of five years shall use the rest rooms and washrooms designated for the opposite *biological sex*.
- General discussion about the use of drones at the parks / Tom Jankowski provided documentation from the State of WI regulating drones and recommended that we incorporate language referring to State law / requirements.

**Mahler Park***LED light conversion – approve estimate from CR Fochs*

- General discussion regarding LED conversion of the shelter lighting both, interior and exterior. The Committee has a quote for the work to be completed by CR Fochs. B. Cardoza suggested we reach out to our Fire Fighters that do electrical work and ask if they are interested in the job, if they are not, the Committee approved accepting CR Fochs quote. Preference is for cool white lights consistent with Franzoi Park.
- General discussion regarding conversion of the streetlights on Mahler Road through WE Energies. E. Skerke explained some of the lights are already LED, others will change as the bulbs burn out, or the Committee can request the remaining lights to be changed at a cost of \$1000. By general consensus it was agreed to change all to LED now for the cost of \$1,000.
- E. Skerke stated that after the streetlight that lights up the flag was changed to LED, a neighbor has complained that it is too bright and shines into her home. WE Energies adjusted it once, however it is still too bright. B. Cardoza noted that it can be bright for on coming traffic. D. Bluma noted the since the tank was moved, the flag does not have anything near it but an empty concrete pad. B. Cardoza noted that we do not manage the flag by lowering it when required. General consensus is to remove the flag and remove the streetlight.
- J. Cowling updated the committee on the status of Mahler Park shelter “refresh” and the need to replace the bathroom lock to secure for winter months. A. Zemlock recommended a double cylinder dead bolt.

**Keating Park**

- M. Meyer stated he is still hoping for an asphalt path at Keating Park.
- Guest Duane Sargent stated there is a desire to have a paved path through Keating Park, it is wet and icy however the parking lot clears up much sooner due to the sun. The trail is used regularly.
- D. Bluma stated the committee did consider it at budget time, there simply are not enough funds this year. The committee prioritized repairs to CB Trail, it is an existing trail in need of repairs and we have to maintain what we have first. He is hopeful that the Keating Park project can be added to the 2023 budget. He also has a desire to add a bathroom at Keating Park, perhaps there are grants or donors that could help defray the cost.
- M. Meyer pointed out that the 2016-2020 Parks and recreation report on the Town website mentions the asphalt trail at Keating Park. (The reference is to the 2016-2020 Outdoor Comprehensive Plan)

- E. Skerke noted we are due for an update to the plan and she will check in with East Central Wisconsin Regional Planning Commission (ECWRPC). T. Jankowski offered to follow up with ECWRPC.
- M. Meyer inquired how the Parks and trails committee could get some of the covid money to spend on the trail at Keating Park.

### **Franzoi Park**

- **Trail Camera:** J. Cowling reported there is still a trail camera at Franzoi Park and it points toward the playground. T. Jankowski discussed the security cameras installed in 2021, their coverage and the potential of adding a camera for additional coverage.
- **Emerald Ash Borer:** A dead tree near the playground / sandbox that we should look at for removal. J. Cowling to look at the tree.
- J. Pawlowski reported on Franzoi Park, reminding the committee of the broken spring on the teeter totter, and noted that a replacement part was purchased (J. Cowling waiting for better weather to install) . He wondered if the security cameras would have caught the individuals responsible. T. Jankowski responded, no, the current set up does not have a view of that area of the park
- J. Pawlowski would like to consider and epoxy floor coating in the rest rooms at Franzoi Park, it will make the rest rooms easier to clean and look nicer.
- D. Bluma discussed the planting beds by the entrance of the park, he will work with J. Cowling on the plans. D. Bluma would like to incorporate hydrangea trees in the beds.

### **Conservancy Park**

- D. Bluma noted that the Town of Neenah Fire Department plans to burn Conservancy Park as soon as the conditions allow. D. Bluma requested by April 15<sup>th</sup>, if it cannot be done, we may need to consider mowing the park as birds will be nesting by then.

### **Trails**

- E. Skerke reported that the quote for repairs and seal coating has increased from the 2021 quote. Total increase is a few hundred dollars.
- General discussion about the value of the seal coating, all agreed that the repairs were necessary and all approved to move forward.
- D. Bluma reminded J. Cowling to scrape the edges of the trail to clean it up in preparation of the seal coating. The edges should be soft this time of year.

Mahler Park - J. Cowling noted that the water spigot in the storage area has slow leak. He will get a quote from the plumber to repair both the indoor spigot and outdoor spigot.

### **Old Business**

- None

### **New Business**

Next Parks and Trails Committee Meeting on Monday May 2, 2022, beginning at 6:00 pm at Municipal Building, 1600 Breezewood Lane

**Motion:** A. Zemlock / T. Jankowski.

Motion carried by voice vote. Meeting adjourned at 7:42 pm.

Respectfully submitted,



Ellen Skerke, Administrator-Clerk-Treasurer

Approved: Approved May 2, 2022