

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, July 12, 2011
6:00 p.m.

1. Call to order by President Curt Stepanek.

Roll Call: Members Present: Curt Stepanek, Audrey Stowell, Dale Berg, Carmen Muenich, Jane Lardahl, and Beth Arneberg. Absent: Heidi Hoekstra.

Staff present: Dick Hebert, Terry Johnson, George Adrian.

2. Approval of Tuesday, June 14, 2011, Minutes: **Motion by Carmen Muenich, seconded by Curt Stepanek, all present voting aye, to approve minutes of the June 14, 2011.**

3. Personal Appearances: None.

Heidi Hoekstra arrives.

4. Communications. Dick reports that an anonymous letter was received regarding the park on South Ave. The writer indicates bullying is taking place, hard balls being hit, and the police have needed to be called. The writer would like signage at eye level stating it is a public park and showing the hours of operation and rules of conduct. Berg expresses his desire for any type of complaint to be signed. Discussion that while it may be a legitimate concern, signage isn't likely to be effective. Staff reports that concerns of this type make their rounds among the neighborhood parks and change from year to year. It may be most appropriately handled by the police. Dick will contact Wendy Stelter to find out more information.

Author Marilyn Joseph sent a letter and provided a passage from When All Is Said and Done, a book in her trilogy. The books reference Chippewa Falls and the passage sent references Irvine Park.

5. Discuss/consider Special Event Applications. None.

6. Discuss / Consider:

- a. Kell's Corner Improvements. Dick reports that Dave Mayer from Leinie's will be working on the rip rap on Sept. 10. They will be donating labor, and there will also be a money donation. Jim Hohncke, Jr. presented a site plan of Kell's Corner and presented a quote of \$7,560 to prepare area for work preparing the area. Jim would like his expenses covered now, but is willing to wait for the labor portion until funds are received. The remainder of the project completion will be dependent upon when money is available. **Motion by Dale Berg/Carmen Muenich, all present voting aye, to solve the erosion problem at Kell's Corner and accept the proposal by JDH Landscape Architects, Inc. for work not to exceed the cost of \$7,560.00 with funds from Irvine Park Donations Fund.** Additionally, Dick reports that they also looked at the snow fence in that

area. Discussion regarding putting up a new fence. Two proposals by American Fence reviewed. **Motion by Carmen Muenich/Beth Arneberg, all present voting aye, to proceed with contract with American Fence to erect a chain link fence as outlined in option #1 in an amount not to exceed \$1,456.00 with funds from Irvine Park Donations Fund.**

- b. Sale of New Irvine Park Bandshell Benches. Discussed lettering. Options are 1½” in all caps, 1” in all caps, or 1” in Initial Caps or Title Case. Discussed importance of standardizing, so option picked will be only option. **Motion by Jane Lardahl/Beth Arneberg, all present voting aye, to use 1” Initial Caps or Title Case (first letter of each word capitalized) writing on benches.**
- c. Provide Electricity to Loretta Cutsforth, Bear Den Road & Knights of Pythias shelters. Dick reports that electricity has been completed to Loretta Cutsforth shelter. He has stopped and talked with public using other shelters and been told electricity is not a hardship – helpful to know ahead of time to bring extension cord.
- d. Nyhus Concrete Estimate for contracted work. Dick reports that there was a frost heave of cement at the pool. It was a 2” heave at the entrance to the women’s bathroom. Nyhus repaired this at a cost of \$1,400. Funds from the operations budget of the pool. There is also a lip where the curb, gutter, sidewalk on east side of bridge have sunk into the ground a bit. Terry reports this gets a lot of pedestrian traffic. **Motion by Curt Stepanek/Dale Berg, all present voting aye, to approve estimate to fix the sinking curb, gutter, & sidewalk on both ends of the east side of the bridge in amount of \$2,900.00 using funds from Irvine Park Donations Fund.**
- e. Ad Hoc Committee. Jane reports we’ll be meeting tomorrow morning. Identified issues. Carmen would like the ad hoc committee to be contacting the Y or other entities to see if they are interested in picking up any of the rec programs.
- f. Zoo Wish List. Dick distributed the list of zoo wishes. They will be proceeding with those listed as a high priority. Anything over \$1,000 will be brought back to the Board.
- g. Unfinished Project List. Dick went through the project list. Jane reports that she has heard feedback that the music in the park is delightful.
- h. Personal Report. Dick reports that person who filled the temporary office position received a teaching job, so will be leaving August 22. Dick is exploring possibility of doing an internship with someone from the CVTC office assistant program.
- i. Director Report. Dick reported there was an incident with a pig at the petting zoo, resulting in removal of the feed machines but will be resuming to normal operations. Distribution and discussion of renovation proposals from Beaudette and Humpal for the main pavilion renovation. Discussed importance of matching stone. Also want to make sure both proposals are

the same, so we are treating contractors equally. Dick reports recycling in the park was brought up. Discussed that because public throws trash in the recycling receptacles, recycling cannot be done in the park. Wording will be adding to reservations, etc. that they are welcome to take recycling home.

- j. Recreation Report. Pool report distributed.
 - k. Park Maintenance Report. Terry reports that a 20 x 20 shelter at Casper is being constructed. Also, a new set of bleachers for baseball field is being installed.
7. Update Reports.
- a. Gaylord Howard Estate. No report.
 - b. Irvine Park Zoo Plan. Bigger displays of the zoo plan have been received and were used during the Zoo Keeper movie event at Micon.
8. Approve Claims. **Motion by Curt Stepanek/Carmen Muenich, all present voting aye, to approve claims of \$51,532.73.**
9. Board Member comments or concerns. August meeting will be our annual picnic at the Park. We will meet at 6:00 at Kell's Corner and visual of work planned. Promotion of and signage to Zoo / Park discussed.
10. Adjournment. **Motion by Curt Stepanek, seconded by Carmen Muenich, all present voting aye, to adjourn.**

Submitted by:

Audrey Stowell, Secretary