



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF PARK COMMITTEE MEETING
WEDNESDAY, JANUARY 6, 2010 AT 5:30 P.M.
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

- 1) **CALL MEETING TO ORDER & ROLL CALL:** Meeting called to order at 5:30 p.m. Committee members present included Brian Kassube, Heather Wagner, Mike Hibbard and Al Sherrill. Nancy Christenson was absent. Also present was Administrator/Clerk Gorall. Gorall noted that Patrick O'Bright and Jennifer Buck are no longer members of the committee.
- 2) **APPROVE MINUTES**
 - a) August 10, 2009 Park Committee Minutes: Motion by Kassube/Sherrill to approve minutes. Motion carried 4 to 0.
 - b) October 12, 2009 Park Committee Minutes: Motion by Hibbard/Wagner to approve minutes. Motion carried 4 to 0.
- 3) **UPDATES AND DISCUSSION**
 - a) Update on Park Impact Fees: Gorall updated the committee on the status of the park impact fee ordinance noting that it was approved by the Town Board at their December meeting. Fees will now be collected at the time of building permit issuance for all residential buildings for use towards specific capital park projects.
 - b) Update on CTH CE/Van Roy/Eisenhower Improvement Study: Gorall provided a review of four options for improvements at the intersections. Gorall noted that a public information meeting has been scheduled for January 19. The committee was asked to consider ideas for accommodating pedestrians and bicycles in this area.
 - c) Summer Fun in the Parks Program: Gorall provided a review of the summer park program and the need for committed volunteers for the summer program. Gorall also noted that the Town is in the process of finalizing the hiring of the coordinator.
 - d) Town Twitter Usage: Gorall noted that the Town is now using Twitter and encouraged members to sign up and also provide ideas for tweets in the future.
- 4) **TOWN HALL STORAGE BUILDING AND TOWN HALL PARK UPDATES:** Gorall provided a review of a recent study. The group discussed possible changes and impacts to Town Hall Park.
- 5) **PARK SIGNAGE OPTIONS AND REVIEW – SELECTION OF PREFERRED DESIGN AND VENDOR:** The group reviewed several final options for park signage; reviewing costs, materials and overall quality of signs. The group further discussed options for capital improvements other than signs for 2010 including backstops, lighting and fencing at Hickory Park. The committee asked Gorall to get cost estimates for the following items for the next meeting: fence backstop (smaller size), six foot fencing around basketball courts at Hickory Park to stop balls from entering the road/ditch, work on a possible reduction in cost of signs from selected vendor, tennis court and basketball court lighting (with push button start and timed usage), basic pavilion and garbage cans/receptacles. The committee also discussed maintenance needs at the parks, particularly weed control.
- 6) **LOCAL TRANSPORTATION ENHANCEMENTS (TE) PROGRAM REVIEW:** The group reviewed the potential use of a TE grant for the Allison Drive bridge/park area. Gorall noted that she will review the grant application when it is released.
- 7) **SET NEXT MEETING DATE – FUTURE AGENDA ITEMS:** The group agreed to meet after Gorall gathers cost estimates as requested.
- 8) **ADJOURNMENT:** Meeting was adjourned at 6:47 p.m.

Angela Gorall, Administrator/Clerk
January 7, 2010

Motion to approve: Hibbard/Wagner. Date: 2/22/10.
Carried: 2 to 0.