

## VILLAGE OF PORT EDWARDS

### PUBLIC MEETING NOTICE PARKS AND RECREATION MEETING Thursday, 24 February 2022 4 P.M. At Marshall Buehler center

This meeting is open to public attendance, yet members will be meeting at least 6 feet apart. These steps are being taken so that the Committee can hold the meeting and still comply with the social distancing guidelines. Masks are Optional.

For our PR meeting for 24 February 2022 at 4 pm.

Join Zoom Meeting- <https://us06web.zoom.us/j/88240852294?pwd=aVJUNVFmVTUnFHRWZ3cjFhd1ZTUT09>

Meeting ID: 882 4085 2294, Passcode: 629449, One tap mobile +16465588656

**Phone call only- Meeting Dial-in number: 715-423-6698, Access Code ID: 02067**

#### **PR Agenda:**

1. Call to order
2. Roll call.
3. Approve the agenda
4. Approve 27 January 2022 minutes
5. Public comments on agenda items
6. Chairperson comments
7. Continue Discussion on Village dedication of a Tree and Plaque for Trustee John Bingham, focused on the location.
8. Discussion on park maintenance expectations by Trustee's/Committee and the Village staff
9. Old Business
  - Discuss March 2022 Village Events calendar review
10. New Business
11. Correspondence received by Chairman, Committee members or Village Administrator
12. Agenda items for next meeting
13. Next meeting date, 26 March 2022, 4pm, in person at Marshall Buehler center
14. Adjourn

Village of Port Edwards  
Betsy Mancl – Committee Chairman

# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Parks & Recreation

DATE: January 27, 2022

TO: JOSEPH ZURFLUH

cc: BETSY MANCL  
DANA DUNCAN  
JASON WORDEN  
DIANE TREMMEL

ERIK SAYLOR  
SUE MITCHELL  
TIARA GRUNDEN  
SCOTT DREW

RAYMOND BOSSERT  
DAILY TRIBUNE  
WFHR/WGLX  
NICK ABTS

**Purpose of Meeting: Regular Monthly Meeting**

**Attendance:** B. Mancl, S. Mitchell, J. Zurfluh, R. Bossert, B. Martinson

**Excused:** T. Grunden

**Citizens:** Kelley Nagorski, Ben Nikolai

**Subjects Discussed, Action Taken and Board Action Required:**

**Regular Monthly Meeting**

- ***Call to order:*** Meeting called to order by Mancl - Chairman at 4:00 p.m.
- ***Roll Call:*** All present from above.
- ***Approve the previous month's minutes and agenda:*** **MOTION** (Zurfluh/Mitchell) to approve minutes from 18 November 2021 and agenda. **Motion carried.**
- ***Public comments on agenda items:*** None
- ***Committee Chairman's comments:*** None
- ***Parks & Recreation Updates.***
  - a. **Potential Naming Convention for Unnamed Park voting.** Results from a Facebook post and SurveyMonkey poll came back with several potential names for the unnamed park located on 1st St/Jefferson Ave/Park Court Ln. with Triangle Park being the top choice. Zurfluh stated that residents from the community have been calling it Triangle Park for a very long time and recommends a motion be called to make it the official name for the park.

**MOTION** (Zurfluh/Mitchell) to approve Triangle Park as the official name for the space located on 1st St/Jefferson Ave/Park Court Ln. **Motion carried.**

**b. Discussion and Possible action on Village dedication of a Tree and Plaque for Trustee John Bingham.** Bossert stated trees are available at no additional cost, same with the plaque. Trustees had several ideas on placement but will wait for Public Works to scout locations when they do their annual checking for planting. B. Martinson will come back next month with suggestions on where to plant a tree for John.

- ***Old Business.*** None.
- ***New Business. Legacy Grant Submission for the Riverwalk park connection update.*** Submitted second part of the Legacy grant, next briefing will be in March. Jewell & Associates Engineers will be provided pictures of the design of what the Riverwalk will look like.
- ***Correspondence received.*** None.
- ***Future Agenda items for next meeting.*** Martinson wants to add expectations, a sort of guidance to the Parks & Rec committee. Such as: maintaining parks, mowing once/twice a week, weeding, watering, etc.
- ***Next meeting date:*** 24 February 2022 at 4:00 p.m., in person.
- ***Adjourn:*** Adjourned at 4:30 p.m. by Mancl.

Betsy Mancl – Chairman

# March

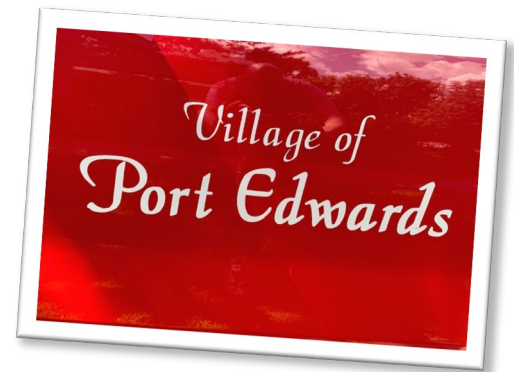
2022

## Community Calendar

### Village of Port Edwards

COMMUNITY Calendar, (Legend); (All meetings held in Marshall Buehler Center)

PS- Public Safety Committee, PLPIT- Planning, Legislative, Property, Info technology Committee, FHR- Finance and Human Resources Committee, PW- Public Works Committee, PR- Parks and Recreations Committee



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 PS MTG- 4pm	2 Trash	3 FHR MTG- 4:30pm PLPIT MTG- 5pm	4	5 Village ICE Pond day 9-5pm
6	7	8 Village Board MTG- 7pm	9 Trash/Recycle PU	10	11	12
13 Daylight Savings Time- Clocks go Forward 1 hour	14	15	16 Trash	17 PW MTG- 4pm	18	19
20 Spring Starts	21	22	23 Planning COMM MTG – 3pm Trash/Recycle PU	24 PR MTG- 4pm	25	26 Port Edwards School Spring BREAK
27 Port Edwards School Spring BREAK	28	29	30 Trash Day	31		

Input or Events can be added by contacting the Village Administrator at 715-887-3511 or [villageadmin@port-edwards.org](mailto:villageadmin@port-edwards.org)

# Village of Port Edwards



Raymond. D "Boz" Bossert Jr.  
Village Administrator

Municipal Building  
201 Market Ave  
Port Edwards, Wisconsin, 54469  
Phone: 715-887-3511  
Fax: 715-887-3524

15 FEB 2022

TO: Village Parks and Recreation Committee

RE: Managing Expectations in our Village Parks

In an effort to ensure we are all on the same page, I am submitting this concept of operations in how we maintain our Village parks, cemetery and Bike trails.

Annually we place \$5K into the Capital Improvement projects. These are directed at the monthly meetings on how we will spend these funds. We set a Goal of \$15K annually.

Upcoming projects:

- New decking for the skating pond ramp
- Fence repairs for the Edwards Alexander ball court, and moving the Ball court and a new court.
- Adding a cornhole course in Edwards Alexander
- Replacing playground items as required annually

Our Village Parks/Cemetery Maintenance Budget for 2022 is \$40,000, wages and equipment.

What we DO:

- Starting in April thru September we mow and weed weekly the Parks
- We mow and maintain the disc golf course two times a year, in the Spring and Mid-Summer
- We will paint equipment, shelters, tables every other year across all the Parks
- We will open the Skating Pond and warming house in November thru March, weather dependent. It will be heated and the ice plowed, if necessary, after a snow storm.
- We will apply a weed inhibitor yearly to all grounds
- We will pressure wash equipment and tables benches annually
- We will maintain the ball grounds in cooperation with the Clubs
- We operate the Splash pad from Memorial Day thru the end of September from 9-7 pm.
- We mow & weed the cemetery weekly, this includes weed inhibitor.
- We water the cemetery and other Village areas as required during the spring and summer
- We mow and trim the Bike trails every 2 weeks

If you have any further questions on this issue, please feel free to contact the me. I can be contacted at 715-887-3511.