

Town of St. Joseph – St. Croix County, WI
MINUTES OF THE PARKS, TRAILS AND RECREATION COMMITTEE
February 28, 2018 – 6:00pm
Location: St. Joseph Town Hall

Call to Order: 6:02 pm by Laurie DeRosier

Statement of Public Notice: Posted

Roll Call:

- Members Present: Gail Bahner (Alternate Secretary), Nina Boonacker (Alternate), Janet Lindstrom (Secretary, at 6:12), Laurie DeRosier (Board Rep), Pat Tuma (Alternate Chair)
- Absent: Kyle Lindstrom (Alternate), Kevin Moelter, Mark Vanasse (Chair)
- Quorum Present? Yes
- Others Present: Brad Coultier (Member At Large), Lee Mann (Stantec Rep), Bob Monroe (Member At Large), Mary Tyson (Member At Large), Brooke Bahner (Friends group organizer)

Adoption of the Agenda: *(Nina, Gail) Carried.*

Pledge of Allegiance

PUBLIC COMMENT

- ☐ Friends of St. Joseph Parks is being organized by Brooke Bahner. An email and Facebook page has been established to support TSJ-PTR. Certification and state/federal tax forms are in the works to make this organization a non-profit 501(c)3. Further information will be provided as it becomes available to share with the community (as a subcommittee report).

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Approval of the Minutes: *Minutes of 1/17/17 - with correction of year to 2018 (Laurie, Nina) Carried.*

Subcommittee Reports: None

AGENDA DISCUSSIONS:

Old Business

1. PTR-related TSJ Contracts. In the future, all bid requests must be marked “Request for Proposals” in order to sort and select best value. Motion to have Mark order RFP’s to service XX, portable toilets, lawn care and cemetery maintenance: (Laurie, Nina) Carried.

2. Playground Maintenance. Deferred for better weather.

3.

New Business

4. TSJ Facility Needs Assessment and use of impact fees (Lee Mann). Explained impact fees, where they can be applied (facilities) and that applicable funds will be reduced by the amount of any grants awarded to that project. Lee will attend two more PTR meetings in which we need to present a balance of the impact fees, applicable projects of interest and their estimated costs. Since we need to spend our current funds by May, we will have a special meeting on March 13th to brainstorm (also send our ideas to Lee by 6th).

6. Baseball field (Laurie DeRosier). No updates.
7. St. Joseph Nature Preserve (Gail Bahner). Updated plan map and topo have been sent to Town Clerk for Google Docs upload. The NAWCA grant has been delayed, so closing may be pushed to late May. By that date, we need to have funding and labor in place for cedar tree removal and a parking lot. Gail & Brooke will attend Willow River Gun Club on March 8th to discuss a donation.
8. Park Committee budget and impact fees for 2018. Tabled.
9. Future park projects and costs. Deferred to March 13th.
10. Bike/Pedestrian Trail right of ways and Hwy 64 turnover. Tabled.
11. Township involvement in Hwy 64 Corridor Committee. Tabled.
12. St. Joseph Township newsletter deadline of 2/28/18. Janet has compiled info from Gail and Laurie to be sent this evening.
- 13.

Adjourned: *Motion at 7:40pm - Carried.*

NEXT MEETING: Special meeting on Tuesday, March 13, 2018. Regular meeting March 21, 2018

ITEMS FOR PTR AGENDA: Town Hall Park site visit (review playground equipment and grounds). Nature Preserve update (schedule site visit, discuss possible ribbon cutting ceremony, update on funds/labor for cedar tree removal and parking lot). 4 Control services (4 Control will attend).

ITEMS FOR TOWN BOARD AGENDA: None
Minutes submitted by Gail Bahner