

**TOWN OF NEW GLARUS
PARKS COMMISSION MEETING
JANUARY 10, 2013
AGENDA**

ATTENDING: Chris Narveson, Andy Elkins, Chris Reis, Dana Emmerton, Keith Seward (he left meeting at 7:50 pm) and Susan McCallum, Deputy Clerk.

ABSENT: Pete Raskovic

ALSO ATTENDING: No one.

CALL TO ORDER: C. Narveson called to the meeting to order at 7:37 pm.

AGENDA

1. Proof of Posting: Deputy Clerk verified three public posting places.
2. Approve Minutes of December 13, 2012: C. Reis moved to approve the minutes, 2nd by A. Elkins. Motion carried.
3. Public Comments: K. Seward inquired whether this committee would be interested, besides reviewing parks plan/activities for 2013, also reviewing impact fees documents and expenditure of the collected fees. He said earlier in the joint meeting there was a discussion regarding trails and also town's park activities such as at Blue Bird Ridge Park and the question is whether these would qualify as an expenditure. As far as he knows no other parks are planned in the township. C. Narveson said as long as it is a capital expenditure it should be acceptable. Committee agreed to place on next agenda. K. Seward stated the cooperative boundary agreement and town hall rental in library are progressing and he would like them to review these impact fees to see how they impact plans.
4. Discuss and consider press release for Commission recruitment: Committee reviewed release. Deputy Clerk will make corrections and send to the newspaper, also post at public places removing press release info., re-title and make copies for members to pick-up and distribute. Deputy Clerk brought to the committee the suggestion to create a Facebook page to promote activities and membership. They assign our web address until we have 25 likes and then we can name our page. The committee agreed and she will create a Facebook page to be reviewed at the next meeting as well as current website for updating. C. Narveson did not get a chance to call anyone about membership. Deputy Clerk called P. Raskovic and he wants to remain a member, she will send him a packet with past meetings information and future events. Membership process has included; a meeting with chair/ K. Seward and letter outlining skills/background.
5. Discuss and consider mailing piece and possible assemble: D. Emmerton drafted a flier and the committee reviewed. Items to be added: date, cost of trees to be determined with difference between conifers and deciduous, location for township residents at Town Hall, the surplus at Roy's Market open to anyone and information about Boy Scouts participation. Deputy Clerk will email basic mock up with logo to D. Emmerton and A. Elkins for flier creation with possible two columns one for speaker and one for trees, with an addition at bottom for recruitment. A. Elkins and D. Emmerton will draft and send to members and then to Deputy Clerk within two weeks. Times and dates need to be confirmed. Deputy Clerk will finish and send to printer in the Technology Department of the High School, for assembly at February meeting. Clerk has requested labels and printing costs.
6. Review program updates form: Deputy Clerk pointed out what items have been completed, highlighted ongoing items, she will update, commission will continue to use and if we don't meet maybe distribute by email. Adam Ingwell can be present at February meeting to begin

- discussion regarding maintenance of Blue Bird Ridge Conservancy.
7. Update on bluebird house project: D. Emmerton reported on completion of 10 houses and wondered if we could have the Cub Scouts present them at the March meeting, committee agreed. Installation to be determined as to type of pole and date with the boys to help.
 8. Discuss Educational Workshop(s) in regards to tree order/distribution and barn renovation: Speaker will be Cory Secher DNR Forester, at 7pm in the Town Hall for an hour on April 8. D. Emmerton will check to see if he charges. Topics to include: planting tips for species on sale, what type is good for, wind breaks/natural snow fences and diseases. Also short survey form distributed; what did they think of program, what attendees would like in the future and recruitment. Refreshments to be served possibly to include cupcakes and cookies from local vendors and coffee/water. Postpone discussion on barn renovation workshop as a possibility in the fall, need to contact P. Raskovic regarding information he may have.
 9. Discuss and consider remaining 2012 budget: Deputy Clerk presented 2012 budget that she worked on with the Clerk to accurately designate funds, so some category amounts changed from 2013 budget development. The committee reviewed remaining \$1752 in budget. A Elkins moved to carryover \$796 in Park Site Evaluation to offset planning costs for expenditure of impact fees, \$645 in Per Diems/\$98 Payroll taxes/ \$22 from Maintenance Restoration of BRC for recruitment expenses/grant writing workshop(s) and \$161 in Printing to pay for printing brochure on tree program, 2nd by D. Emmerton. Motion carried. Deputy Clerk pointed out letter from the DNR she distributed, because the town had updated its Parks Plan they are eligible to apply for the State Stewardship grant program and federal programs for 5 years through 2016.
 10. Schedule Next Meeting and Set Agenda: February 14 at 6:30 pm. Agenda items to include: website updates, Facebook, Impact Fees, trails/easements, assemble tree program fliers and Adam Ingwell discussion.
 11. Adjourn: C. Reis motioned to adjourn at 9:14 pm, 2nd by A. Elkins. Motion carried.