



**CITY OF
BURLINGTON**

Department of Public Works

Street & Park Department
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**CITY OF BURLINGTON
PARK BOARD MINUTES, THURSDAY, OCTOBER 21, 2010
6:30 PM, 165 West Washington Street, Burlington, WI 53105**

Chairman Darrel Eisenhardt, Commissioners Clay Brandt, Tom Follis, Kelly Kamlager, Todd Schalinske, Peter Turke, Alderman Bob Prailes, DPW Supervisor Richard Pieters, Student Chase Robers

Chairman Eisenhardt called the meeting to order at 6:33 P.M.

Roll Call: Present: Commissioners Kelly Kamlager, Todd Schalinske, Alderman Bob Prailes, Chairman Darrell Eisenhardt and Richard Pieters, DPW Supervisor. Arriving at 6:35 P.M.: Commissioner Tom Follis. Excused: Commissioners Clay Brant and Peter Turke. Also present: Student Chase Robers.

Approval of September 16, 2010 Minutes: Chairman Eisenhardt entertained a motion for approval of the September 16, 2010 Minutes. Motion to approve made by Alderman Prailes. Seconded by Commissioner Schalinske. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report: Alderman Bob Prailes reported the Common Council had voted on the parking lot project located at Sunset Park, and had approved Payne and Dolan, who were lowest bidders at \$18,930.00.

DPW Supervisor Report: Richard Pieters, DPW Supervisor reported the bike racks for Echo Park have been ordered and received. They will most likely be installed in the spring. The park crews are continuing to turn off water, remove meters and blow down lines in the systems.

The skating rink lights for Echo have been completed and are ready for use this coming winter. The Commissioners asked if were possible to keep the bathrooms open for the winter season. Richard Pieters, DPW Supervisor explained the water was turned off to prevent the lines from freezing, but portables could be rented.

Alderman Prailes stated he would like to see an area where people could go into to warm up while skating. Some of the Commissioners agreed, and there was no further discussion.

New Business :

Upgrades at Bushnell Park: Chairman Eisenhardt stated a meeting would be held on Tuesday, October 26, 2010, at 11:00 AM at City Hall to discuss additional parking, upgrades and possibly running water at Bushnell Park. Chairman Eisenhardt invited Park Board members and said all were welcome to attend.

Brannen Field Parking Lot Paving: Discussed under DPW Supervisor Report. This will be started within the next week.

Baseball 2000 Contract: Chairman Eisenhardt asked this to be placed on November's Agenda. Richard Pieters, DPW Supervisor had stated that Baseball 2000 representatives were not ready with their items for October meeting.

Letter from Burlington Chamber requesting use of Wehmhoff Square for Santa's Chalet in December 2010: Jan Luedtke of the Burlington Chamber had submitted a letter requesting the use of Wehmhoff Square for Santa's Chalet in December 2010. Chairman Eisenhardt entertained a motion for approval to the Chamber for use of Wehmhoff Square to place Santa's Chalet in December 2010. Motion to approve made by Commissioner Follis. Seconded by Commissioner Kamlager. All voted aye, motion carried.

7. Old Business:

a. Update on Comprehensive Park Plan: Nothing new to report at this time.

b. Playground equipment at Little League Park: Nothing new to report at this time.

c. Update on Budget Items: Reported above by Richard Pieters, DPW Supervisor.

d. Update on Signage in Parks: Richard Pieters, DPW Supervisor reported he met with Dennis Spankowski of Burl-Sign. The signs will be installed within the next few weeks, and are the same as previously installed in other parks. Previous signs were also purchased from Burl-Sign.

8. Other Items: Darrell Eisenhardt introduced student member Chase Robers and welcomed him to the Park Board.

Brad Otter, Building and Grounds Manager of Little League and Tom Koeppen were present to introduce themselves to the Park Board. They were there to verify several items that had been in progress.

Mr. Otter stated he would be storing the baseball nets for winter, after removal by DPW crews. He planned on taking a picture of any repairs needed and getting costs on repairs, which should be less expensive than replacement.

Various items were discussed, including the roof and electrical upgrades for Brannen field at Sunset Park. Other items being replaced in the pavilion would be the vents, fans, lighting in the

restrooms and concession area. Alderman Bob Prailes had obtained costs, and would check what he had, and meet with Mr. Otter and Mr. Koeppen within the next week. Necessary permits would be needed from the City of Burlington Building Inspection Department prior to any work beginning.

After some discussion, it was determined that the least expensive bid Alderman Prailes received should be accepted, and that approval could be made now to allow the project to move forward, although the costs were to be taken out of the 2011 budget. Also discussed was if the project comes in under \$14,000, the excess amount could possibly be used towards playground equipment at Hintz Sports Complex, or possibly a T-Ball practice area at Brannen Field located in Sunset Park (in the area where tennis courts were removed).

Chairman Eisenhardt entertained a motion to recommend approval for repairs at Brannen field restrooms and pavilion at Sunset Park at a cost not to exceed \$14,000, and that the cost would be paid from the 2011 budget. Motion to approve made by Commissioner Kamlager. Seconded by Alderman Prailes. All voted aye, motion carried.

Additional need for a T-Ball practice area was discussed. Various areas were discussed, one of them being at Sunset Park. Dick Pieters, DPW Supervisor stated that Sunset Park was actually a neighborhood park, and by making it completely baseball, you were eliminating the use of the park by all area residents except for baseball. He suggested Devore Park, behind the swimming pool, as this area is not utilized. Item to be discussed further at future date.

Richard Pieters, DPW Supervisor reported a member of the Garden Club had contacted him regarding Community Garden plots. This items of interest was previously brought up by Commissioner Kamlager, and Connie Wilson, DPW Director who also thought it to be a great idea. Richard Pieters stated he would have the Garden Club Member contact Commissioner Kamlager and Connie Wilson, DPW Director, to discuss in further detail.

There being no further items for discussion, Chairman Eisenhardt entertained a motion for adjournment. Commissioner Follis motioned to adjourn. Seconded by Commissioner Kamlager. All voted aye, and Chairman Eisenhardt adjourned the meeting at 7:40 P.M.

Minutes respectfully submitted by:

**Deb Rintamaki
Department of Public Works**