



CITY OF BURLINGTON

Department of Public Works

Street & Park and Water Departments
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CITY OF BURLINGTON PARK BOARD MINUTES THURSDAY, MAY 18, 2017 6:30PM

President Clay Brandt, Commissioners Jennifer Amborn, Patricia Hoffman, Jason Ledbetter, Jeff Schopp, Lisa Wasik, Ald. Ruth Dawidziak, Jim Bergles, Director of Public Works, Student Rep. Alexis Meyers

President Clay Brandt called the meeting to order at 6:30 PM.

Roll Call: Present: Commissioners Jennifer Amborn, Patricia Hoffman, Jason Ledbetter, Jeff Schopp, Lisa Wasik, Ald. Ruth Dawidziak, Jim Bergles, Director of Public Works and President Clay Brandt.
Absent: Student Rep. Alexis Meyers. Also present: Carina Walters, City Administrator and John Bjelajac, City Attorney.

Approval of April 20, 2017 Park Board Minutes: President Brandt entertained a motion for approval of the April 20, 2017 Minutes. Motion to approve made by Ald. Dawidziak. Seconded by Commissioner Wasik. All voted aye, motion carried.

Introduction of New Park Board Members: Patricia Hoffman and Jason Ledbetter: Pat Hoffman introduced herself as a retired educator who was on the Library Board for 20 plus years, likes to bring her dog to the Dog Park and likes Parks. Jason Ledbetter introduced himself as a City of Burlington resident for seven years who works for Bear Realty.

Election of New Officers: City Attorney John Bjelajac stated that according to City Ordinance, the offices of President and Secretary are to be elected. The President runs the meetings and the Secretary takes over in the absence of the President.

President Clay Brandt asked for nominations for the office of President. Ald. Ruth Dawidziak nominated Jennifer Amborn for President. Seconded by Lisa Wasik. All voted aye, nays none. Motion carried.

President Clay Brandt asked for nominations for the office of Secretary. Ald. Ruth Dawidziak nominated Lisa Wasik for Secretary. Seconded by Jennifer Amborn. All votes aye, nays none. Motion carried.

Citizens Comments: None

Carina Walters, City Administrator suggested that the new elected President, Jennifer Amborn take over running the meeting at this time.

Aldermanic Report: Ruth Dawidziak: Ald. Dawidziak reminded the Park Board members the Abandoned Boat Ordinance had gone before the COW, and should be approved at the next Council meeting in June. Ald. Dawidziak stated there a number of abandoned boats that are just lying around at McCanna Park. Jim Bergles, Director of Public Works stated that once the Ordinance has passed, he can move forward with having the boats removed. Attorney Bjelajac stated that the Park Board Members would all get a copy of the signed ordinance.

DPW Report: Jim Bergles, Director of Public Works: Jim Bergles stated the geese are gone from Echo Park, but have moved to Wehmhoff-Jucker. The sidewalks at Echo Park are noticeably cleaner and the geese are gone. Jim Bergles would like to hire the same firm to do Wehmhoff-Jucker in the fall, and that he would have this item on the August Park Board Agenda.

New Business:

Park Board 101 – Carina Walters, City Administrator

This portion was not recorded. Tape recorded mal-functioned and therefore could not be transcribed.

Dog Park - Chris Hohensee, Acting President: Chris Hohensee stated that Tyler Meinen is the new Dog Park President.

Fence Repair: The section of the fence at the Dog Park is in need of repair since it was struck by a lawn mower last year. Pictures were presented to Jim Bergles, Director of Public Works, who stated the Department of Public Works would replace the section in question.

Request to plant trees: The Dog Park Committee would like to put in two trees that would be paid for by the Dog Park Committee. Jim Bergles, Director of Public Works suggested Autumn Blaze, which is a type of maple hybrid. After some discussion, Secretary Wasik motioned to approve allowing the Dog Park Committee to plant two trees. Seconded by Commissioner Hoffman. All voted aye, motion carried.

The Dog Park Committee also requested to place a bench in the Dog Park, to be paid for by the Dog Park Committee. The Dog Park Committee would also have the cement poured to secure the bench. Motion to approve made by Ald. Dawidziak. Seconded by Commissioner Ledbetter. All voted aye, motion carried.

Ms. Hohensee reported that the Dog Park Committee would like to put in agility equipment for the dogs to use. City Attorney Bjelajac suggested that the plans for such should be approved by the Common Council, and once approved by the Council, it could be forwarded to the Park Board with the recommendation that Council approves. The Park Board asked if she would bring a plan back showing what equipment would be used and placement for equipment.

Chris Hohensee also asked if it would be possible to have water put in at the Dog Park, as there have been many requests for water. Several options were discussed and Jim Bergles, Director of Public Works will look into the options and report back to the Park Board in June.

Schedule Park Tour, Jim Bergles, Director of Public Works: Jim Bergles, Director of Public Works scheduled the Parks Tour for Saturday, June 2, 2017 for all Park Board Members to tour each City of Burlington Park.

Bike Burlington –Peddle, Paddle and Play – Madonna Carr: Ms. Carr was present at this evenings meeting to request the fees be waived for the Pedal, Paddle and Play scheduled for Saturday, June 24, 2017. Motion to waive fees made by Commissioner Schopp. Seconded by Commissioner Brandt. All voted aye, motion carried.

Old Business:

Review Comp Plan: All Park Board members were in agreement that review of the Comp Plan should be added to the June Park Board Agenda for review at that time.

There being no further items for discussion, President Amborn entertained a motion to adjourn. Motion to adjourn made by Ald. Dawidziak. Seconded by Secretary Wasik. President Amborn adjourned the meeting at 7:45PM.

Minutes submitted by:



Deb Rintamaki

Department of Public Works