

**TOWN OF GRAFTON
OPEN SPACE COMMISSION MEETING
JULY 19, 2017
Meeting Minutes**

I. CALL TO ORDER

A. Chairman Stemper called the meeting to order at 7:00pm.

B. Present:

Chairman Patrick Stemper
Commissioner Julia McNally
Commissioner Marjie Tomter
Commissioner Jeffrey Thoma
Commissioner Ryan Petersen
Commissioner Neal Hobbs

Absent:

Alt. Commissioner Dorothy Boyer

Clerk/Planner Amanda Schaefer

II. VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW

1. Clerk/Planner Schaefer confirmed compliance with the Open Meetings Law.

III. PLEDGE OF ALLEGIANCE TO THE FLAG

IV. ADOPTION OF AGENDA

1. ACTION: Commissioner Tomter moved to adopt the agenda, seconded by Commissioner Petersen. Motion carried 6-0.

V. REVIEW AND APPROVE MINUTES OF PREVIOUS MEETING

1. ACTION: Commissioner McNally moved to approve the April 2017 meeting minutes, seconded by Commissioner Hobbs. Motion carried 6-0.

VI. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD – NONE

VII. CONGRATULATIONS TO MARJIE TOMTER, THE NEW PRESIDENT-ELECT OF THE OWLT!

VIII. OLD BUSINESS

A. Discussion and possible action regarding Canoe Launch and Trail Maintenance Planning

- 1.** This was previously presented to the Town Board in terms of the Town upholding the maintenance of the Canoe Launch and Trail. Jim's Maintenance is currently taking care of the Canoe Launch. It looks great.
- 2.** Commissioner Hobbs has been taking great care of the Trail. It has been wet, but he is doing a great job maintaining everything given the current state of the wet soils.
- 3.** Commissioner Tomter raised concern about lack of trimming along Falls Road; Clerk/Planner Schaefer shared that it is due to the upcoming construction
- 4.** Commissioner Tomter also brought up the idea of a Fall Trail Work Day; this is something that has happened in past years. The next OSC Meeting is October, so something should be decided soon
- 5.** Updating some sections of the Trail was discussed – towards the north end of the Trail there is a low spot that should be addressed at some point
- 6.** Commissioner Thoma clarified the area and wanted to confirm it would not impact the road right of way

7. It's too wet to implement this work (rip rap with traffic bond on the low part of the trail) now; it will likely be a point of discussion at the next meeting
8. Clerk/Planner Schaefer will run this past Engineer Kimmes
9. Chairman Stemper shared the fact that the OSC should be watchful about the maintenance of the Trail and Launch during the upcoming budget cycle.
10. Doug Johnson, Tallgrass Drive, shared a suggestion. It was noted by elected officials in the past (along with info in a contract associated with the Stewardship Grant) about how the money would be spent on these points of discussion. The details of these agreements and contracts should be reviewed and shared with the Board. Regarding the budget – he is not sure how this can be part of the general fund when these are Stewardship Grants and cannot be supported by tax payer dollars. Doug Johnson encouraged the OSC to review the documents.
11. Clerk/Planner Schaefer will scan all info and email to the OSC members.
12. **ACTION: NO ACTION TAKEN.**

IX. NEW BUSINESS

A. Discussion and possible action regarding Bird City USA signage throughout the Town

1. We have previously had 2 signs – the one remaining is near CTH C and Port Washington Road intersection. The other sign was previously located near Lion's Den.
2. Chairman Stemper shared the idea of along the north section of CTH C.
3. It was suggested to attach a sign to the existing Ulao Creek signage throughout the Town.
4. **ACTION: Commissioner McNally moved to purchase an additional \$75 Bird City USA sign, seconded by Commissioner Hobbs. Motion carried 6-0.**

X. FUNDING UPDATE

1. Chairman Stemper gave an update to the fund balance, per the Quick Books Report. The current balance is at **\$23,860.01. Please note the impact fees for the Hillcrest Development (River Bend Estates) will go to the Village of Grafton for future park development.**
2. Commission McNally asked about the expense of the Interurban Trail Port-a-Potty coming out of the Open Space Fund. Chairman Stemper responded.

XI. ADJOURN

1. **ACTION: Commissioner Thoma moved to adjourn, seconded by Commissioner Petersen. Motion carried 6-0.**

Respectfully submitted,
Amanda L. Schaefer, Clerk/Planner