

TOWN OF GRAFTON
OPEN SPACE COMMISSION - MEETING AGENDA – JULY 19, 2017 - 7:00 PM
Grafton Town Hall – 1230 11th Ave., Grafton, WI, 53024



THE FOLLOWING BUSINESS WILL APPEAR BEFORE THE PLAN COMMISSION FOR DISCUSSION, CONSIDERATION, DELIBERATION AND POSSIBLE ACTION:

- I. **CALL TO ORDER**
- II. **VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
- III. **PLEDGE OF ALLEGIANCE TO THE FLAG**
- IV. **ADOPTION OF AGENDA**
- V. **REVIEW & APPROVE MINUTES FROM PREVIOUS MEETING**
- VI. **RESIDENT CORRESPONDENCE / PERSONS WISHING TO BE HEARD**
- VII. **OLD BUSINESS**
 - A. Discussion and possible action regarding **Canoe Launch & Trail Maintenance Planning**
- VIII. **NEW BUSINESS**
 - A. Discussion and possible action regarding **Bird City USA signage throughout the Town**
- IX. **FUNDING UPDATE**
- X. **ADJOURN**

Amanda L. Schaefer, Clerk

Members of the Town Board of Supervisors, Board of Appeals, or other committees, boards, commissions, and authorities may attend and participate at this meeting, but will not take official action unless notice so provides. No qualified individual with a disability shall, by reason of that disability, be excluded from participation in or denied the benefits of the services, programs or activities of the Town of Grafton, or be subjected to discrimination by the Town. If you are disabled and require special accommodations, please advise the Town no later than 5 working days before the scheduled meeting or activity.

TOWN OF GRAFTON
OPEN SPACE COMMISSION MEETING
April 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 Hobbs. Motion carried 6-0.

V. REVIEW AND APPROVE MINUTES OF PREVIOUS MEETING

1. **ACTION:** Commissioner McNally moved to approve the April 2016 meeting minutes, seconded by Commissioner Tomter. Motion carried 6-0.
2. **ACTION:** Commissioner Tomter moved to approve the October 2016 meeting minutes, seconded by Commissioner Hobbs. Motion carried 6-0.
3. **ACTION:** Commissioner Petersen moved to approve the January 2017 meeting minutes, seconded by Commissioner Thoma. Motion carried 6-0.

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

VII. OLD BUSINESS

A. Discussion and possible action regarding WisDOT Rustic Roads designation

1. Is there perhaps someone else that would like to take the lead on this?
Clerk/Planner Schaefer will assist in any way possible.
2. **ACTION: NO ACTION TAKEN.**

B. Discussion and possible action regarding 2017 OSC Efforts & Funding Priorities

1. Chairman Stemper gave the floor to Commissioner Tomter to give background of the Open Space Commission for the sake of the new members as well as the Ozaukee Press reporter in the audience (Joe Poirier) – how it was established, its original members and goals, current trends, and current goals. TMDL and Greenseams / Working Soils was discussed. The OWLT was also highlighted, as well as the Ulaos Creek Partnership. The Lake Michigan Stakeholders is an organization that could really use another member.
2. International Migratory Bird Day was detailed – all information can be found on our Town of Grafton website
3. Discussion continued about the Legacy Trail – its history, planning efforts, and future.



4. Equestrian uses throughout the Town were discussed
5. The upcoming Grafton Young Professionals event at Lion's Den is this Saturday to focus on clean up – the Town should get some events like this going, too!
6. Commissioner McNally shared that she has received comments about trash on major thoroughfares – it is suggested, per Commissioner Petersen, to have a Grafton group that helps support cleanup efforts. This could be organized through use of the new Town website.
7. **ACTION: NO ACTION TAKEN.**

VIII. NEW BUSINESS

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

1. Chairman Stemper would like to have a recommendation for next budget cycle for a line item for Canoe Launch and Trail Maintenance efforts
2. Commissioner McNally shared responses she received from Eric Ryer about maintenance – the Town of Cedarburg is responsible for some of their trail maintenance.
3. Discussion continued about “taking ownership” over things
4. The idea of an Open Space Commission versus a Parks Commission came up
5. Discussion continued – should this idea be continued? Chairman Stemper would like to at least continue the conversations
6. Commissioner Petersen asked the hypothetical – what is the objective of the Board (OSC)?
7. Commissioner Hobbs stated that the Board needs to give direction on how to handle maintenance
8. These topics will be moved forward with the Board
9. Commissioner Petersen suggested clarification of potential options for future direction of the OSC as determined by the Board – there was a consensus that this is a good idea
10. Discussion continued
11. **This will be discussed at the July and October OSC Meetings**
12. The OSC will continue to think about the vision that could be presented to the Board about the future of the Open Space Commission
13. Maintenance and future trail acquisitions are the topics at hand – maintenance needs to be addressed now. Also, is PARK added to the group's intent?
14. **ACTION: Commissioner Hobbs moved to ask the Board in their discussion about the OSC to address maintenance for current projects open to the public (the Canoe Launch, the existing Legacy Trail intersecting with Falls Road and then heading south to Lakeshore Road), seconded by Commissioner Petersen. Discussion continued about what to put in the request. Commissioner Petersen was clarifying the order of direction – maintenance versus the vision of the OSC. Commissioner Hobbs stated that maintenance is an immediate need. Discussion continued. Motion carried 6-0.**

IX. FUNDING UPDATE

1. Clerk/Planner Schaefer gave an update to the fund balance, per the Quick Books Report. The current balance is at **\$20,357.39.**

X. ADJOURN

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

Respectfully submitted,
Amanda L. Schaefer, Clerk/Planner



8:52 AM
07/13/17
Accrual Basis

Town of Grafton
Account QuickReport
As of July 13, 2017



Type	Date	Name	Memo	Split	Amount	Balance
13011 · Cornerstone-Open Space & Park						18,357.67
Deposit	03/07/2017	Hillcrest Builders ...	Park Impact F...	24001 · Un...	2,000.00	20,357.67
Deposit	03/31/2017		Interest	44010 · Int...	2.34	20,360.01
Deposit	06/01/2017	Aspen Homes Inc.	Park Impact F...	24001 · Un...	2,000.00	22,360.01
Total 13011 · Cornerstone-Open Space & Park					4,002.34	22,360.01
TOTAL					4,002.34	22,360.01