

MINUTES

- 1) **Call the Meeting to Order:** The meeting was called to order by Chairperson Jean Schneider.
- 2) **Roll Call:** Jean Schneider, Holly Anderson, Jayme Anderson, Barb Bauer, Paula Brandmeier and Bruce Stravinski were in attendance. Don Madelung was absent. Amy Anderson Schweppe, Windsor Staff member was also in attendance.
- 3) **Pledge of Allegiance:** The pledge was recited by all.
- 4) **Minutes from May 5, 2015 and June 2, 2015:** Bruce Stravinski made a motion to approve the corrected May 5, 2015 meeting minutes. The motion was seconded by Barb Bauer. The motion passed 6-0.

Paula Brandmeier made a motion to approve the June 2, 2015 meeting minutes. The motion was seconded by Holly Anderson. The motion passed 6-0.

- 5) **Treasurer's Report:** Barb Bauer made a motion to approve the Treasurer's Report. The motion was seconded by Bruce Stravinski. The motion passed 6-0.
- 6) **Appearances before the Committee:** There were none.
- 7) **Comprehensive Outdoor Recreation Plan update:** Amy Anderson Schweppe provided a staff update. The Town Planner is close to having a final document for presentation.
- 8) **Maintenance issues**
  - a) **Stream Monitoring:** Ongoing.
  - b) **Big Hill Maintenance and Management:** Barb Bauer reported that the trails have been mowed nicely. She thanked the public works department for the repair to the wooden walkway. With the clearing of Big Hill, the Token Creek Conservancy Committee looked at a maintenance proposal from Windsor Lawns to keep wooded trails clear and identifiable as well as management of new woody invasives. Barb Bauer also commented that the School District will be completing more of the remaining clearing as they have the funds to do so now.
  - c) **Trails:** Amy Anderson Schweppe reported that the Town Board did approve an \$8,000 match in order to complete the remaining trail network at the Culver site forest trail. \$5,000 will come from the Token Creek Watershed Association and the remaining \$3,000 will come from the Token Creek Conservancy Committee general fund. At this time a notice and estimates need to be collected for the trail work. Jamie Anderson indicated he would submit a contractor list to the Town for potential contractors.
  - d) **Other:** Holly Anderson reported that the Kiosk will be completed by next week. Paula Brandmeier discussed the need to have milkweed planted in order to help the Monarch Butterfly larva and wondered if seeds should be added to the prairie.

- 9) **Shelter and Restroom Plans:** Jayme Anderson was going to call Waterwells to get information on the possibility of using the old septic field and the cost for a new well to plan for future restroom facilities. Due to the cost, the Token Creek Conservancy Committee has only enough funds to do the shelter at this time. The group discussed other options for restrooms including the existing port-a-potty and a trailer. Bruce Stravinski was going to contact Don Tierney about the trailer option. In addition the group discussed the size and potential location of the shelter.
- 10) **Workday Updates:** There were no updates.
- 11) **Windsor Incorporation Update:** Amy Anderson Schweppe stated that there was no new information to report. The Town was waiting for the adoption of the State Budget to see if the language was included.
- 12) **Website:** See Trails Map topic below.
- 13) **Trails Map:** Jean Schneider discussed how difficult it is to promote the trails and the Token Creek Conservancy on our website. Amy Anderson Schweppe explained that the format for the website causes access to information to be "buried" under sub-headings. Staff had been directed to keep things simple and therefore some of the informational and promotional material had been removed including a lot of the pictures and history. Jean brought up the need to create a better trails map. The group discussed the matter. Amy and Jean will follow up with some quotes on proposals. Amy will try to get the informational material posted on the website again.
- 14) **Adjournment:** Barb Bauer made a motion to adjourn. The motion was seconded by Bruce Stravinski. The motion passed 6-0.

Minutes prepared by: Amy Anderson Schweppe