

Approved 9-6-16

VILLAGE OF WINDSOR
PARK COMMISSION MEETING
Tuesday – August 2, 2016 at 6:30 p.m.

MINUTES

1. **Call Meeting to Order and Roll Call:** The meeting was called to order at 6:32 p.m. by Chairperson Greg Cullen. Members present were Dick Woodburn, Mike Switzky, Bill Lapp and Greg Goke. Barb Ridd and Emily Bouska had an excused absence. Others present: Public Works Supervisor Jim Fredenberg, Village Trustee Don Madelung and Village Clerk Christine Capstran.
2. **Recitation of the Pledge of Allegiance:** The pledge was recited by all in attendance.
3. **Approve Minutes**
 - a. **July 5, 2016:** M. Switzky moved to approve the minutes as presented, second by D. Woodburn. Motion passed 5-0.
4. **Finance**
 - a. **Vouchers**
 - b. **Treasurer's Report**

D. Woodburn moved to approve the vouchers and treasurer's report as presented, second by B. Lapp. Motion passed 5-0.
5. **Appearances before the Park Commission:** There were none.
6. **Athletic Field Use Policy:** The Park Commission reviewed the minor changes that were made. D. Woodburn raised the question of liability insurance and it was agreed that the Village Attorney should look at this issue and possibly add it to the end of the policy when reviewed by the Village Board.

G. Goke moved to recommend the Athletic Field Use Policy to the Village Board for Approval, second by B. Lapp. Motion passed 5-0.
7. **2016 Park Projects:** D. Woodburn replaced the sensors for the fan and lights in the restrooms at Windsor Sports Commons. He also fixed the timed locks in the restrooms.

Two picnic tables for Windsor Fireman's Park have been assembled and will be placed this week.

D. Woodburn explained the drainage issues that still remain at Cradle Hill Park which were evident after the latest rain event. The contractor will be installing a larger catch basin and extending the berm to the end of the play area.

J. Fredenberg proposed putting a border and stone around the entrance sign at Windsor Sports Commons to finish the sign.

D. Woodburn moved to allocate up to \$400 to put in the border and stone around the Windsor Sports Commons sign, second by B. Lapp. Motion passed 5-0.

M. Switzky informed the Commission of the electric outage at Windsor Fireman's Park concession stand which spoiled everything in the freezer and created a mess. After investigation, it was determined that someone had turned off the breakers which share a box with the field lights. D. Woodburn will look into separating the concession stand breakers from the field lights. He was not sure if he could put in a separate box.

8. **Update on Parks:** C. Capstran gave a brief update on the splashpad at Cradle Hill Park, upcoming paving of the driveway at Windsor Sports Commons and the new signage going up at all the parks.

D. Woodburn addressed the path issue at Windsor Fireman's Park and there was discussion of taking out more trees to clean up that area and eliminate further root damage to the path. D. Woodburn and D. Madelung discussed the remaining trees being in the drainage easement and felt this was an issue for the Village Board.

9. **Staff Comments:** There were none.

10. **Adjournment:** G. Goke moved to adjourn the meeting at 7:20, second by M. Switzky. Motion passed 5-0.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Christine Capstran".

Christine Capstran, Village Clerk