

## NEW BERLIN PARKS, RECREATION & FORESTRY COMMISSION MEETING

Monday, September 20, 2004

***Please note: Minutes are unofficial until approved by the Parks, Recreation and Forestry Commission at their next regularly scheduled meeting.***

The regular meeting of the Parks, Recreation and Forestry Commission was called to order by Chairman Bill Christel at 7:02 p.m. in the Common Council Chambers at New Berlin City Hall.

Present: Commissioners; Chuck Bedwell, Nancy Duff (left at 8:37 PM), Michael McAdams, Vern Radtke and Council Representative Paul Gallagher.

Also Present: Donald Murn representing Hans Stute and the Carleton Pointe Development, Robert Gassert representing Welch Hanson and Associates, Stormwater Division Engineer Eric Nitschke, Associate Planner Olofu Agbaji, Director of Parks, Recreation and Forestry Mark Schroeder and Administrative Coordinator Cheryl Bowers.

Excused: Paul Gihring, James Gradel, and Rick Kocchi

*This meeting was noticed September 17, 2004 in accordance with Open Meetings law.*

### MINUTES:

Motion by Commissioner Duff to approve the minutes of the regular Parks, Recreation and Forestry Commission Meeting of July 19, 2004. Seconded by Commissioner Gallagher and carried unanimously with Commissioner McAdams voting present.

Consensus of the Commission to proceed to the update on the Verizon Wireless proposal at Hickory Grove Center under the Updates/Concerns and the review and recommendation on lighting the flag pole under the Director's Report, to accommodate the visitors present.

### UPDATES AND CONCERNS:

**Update on Verizon Wireless Cell Tower Proposal at Hickory Grove Center** - On July 12<sup>th</sup>, the Plan Commission approved the use, site and architectural approval for Verizon Wireless to construct a new 98' flagpole tower with 3 antennas contained within the pole and equipment shelter at the Hickory Grove site subject to the application, plans on file and several conditions.

On July 27<sup>th</sup>, the Common Council approved the lease agreement with Verizon Wireless, and on August 10<sup>th</sup> approved the recommendation to deposit the revenues into the Public Site and Open Space Account. Verizon has submitted copies of the lease agreement to the City for execution. An issue has arose with Verizon regarding the school district lease and whether they would feel this lease represents a non-municipal use of the site such as would trigger the buy back provision under the City's contract with the district. The City is working on receiving a letter from them acknowledging that the placement of a cell tower is not an issue. In the meantime the City engineering and inspection departments are reviewing the site and shelter plans as part of the building permit process. Lastly, the department has been contacted by U.S. Cellular regarding potential co-location as the second carrier on the cell tower.

### DIRECTOR'S REPORT:

**Hickory Grove Center cell tower – review and recommendation on lighting flag pole** - Residents in the area are concerned about the light pollution from lighting the flag at night. Charles and Kay Fishburn of 2550 South Sunny Slope Road, Roger and Debra Frank of 13909 West Robin Trail, along with Janice and John Sindic of 13821 West Robin Trail, protested the installation of the lights. The Commission assured the residents that if the lights were a problem, the issue would be revisited.

### CORRESPONDENCE:

**Communication regarding request to rename Valley View Park in honor of New Berlin resident Michelle M. Witmer** – Michelle Hawley of 1722 South Carriage Lane, made a request for the Commission to rename Valley View Park in honor of Specialist Michelle M. Witmer. Witmer was the first Wisconsin Army National Guard soldier to be killed in action since WWII, and the first female casualty in the history of any National Guard Unit in the United States.

Various veterans groups spoke in favor of the proposal. John Witmer, father to Michelle, told the Commission the

family was very honored and respected the efforts of the people involved in the proposal. However, the family will respect whatever decision the Commission makes.

Motion by Commissioner Gallagher for the Parks and Facilities Committee to review the renaming of Valley View Park to Michelle M. Witmer Park. The Committee will report back to the Parks, Recreation and Forestry Commission at a future date. Seconded by Commissioner Radtke and carried unanimously.

**Communication from the New Berlin Magic regarding Lions Park baseball diamond** – The New Berlin Magic youth baseball organization has historically used Lions Park for its practices and league games. Over the past several years, the condition of the field has deteriorated. The Magic would like to donate the materials in the amount of \$2,294 for repair of the field and would like to challenge other groups to donate materials to repair other fields. The Parks crews would be performing the labor for the projects. In the future, the Magic would like to donate materials for upgrades and repairs to other fields, even ones the Magic does not use. In the spirit of cooperation, The Magic would appreciate the ability to retain the priority use of Lions Park and explore the possibility of waived or reduced fees for league games at Lions Park. Commissioner Radtke suggested the Recreation Program Committee and/or department staff, meet to discuss reducing fees and league use of diamonds connected to the material donations and report back at a future meeting.

Motion by Commissioner Radtke to accept The New Berlin Magic Youth Baseball Organization offer for field upgrades and repair at Lion's Park. Seconded by Commissioner McAdams and carried unanimously.

#### **BILLS AND FINANCIAL REPORTS:**

The Commission reviewed the July 2004 Expenditure Detail in the amount of \$34,173.21. They also reviewed the July 2004 copies of the Revenues and Expenditures. The Commission reviewed the August 2004 Expenditure Detail in the amount of \$27,641.96. They also reviewed the August 2004 copies of the Revenues and Expenditures. After a brief discussion, motion by Commissioner Radtke to approve these financial documents. Seconded by Commissioner McAdams and carried unanimously.

#### **COMMITTEE REPORTS:**

Council Representative – No Report

Recreation Program Committee – No Report

Parks and Facilities Committee – No Report

Planning Committee – No Report

Golf Course Committee – No Report

**CHAIRMAN'S REPORT:** No Report

**PLAN COMMISSION MEMBER REPORT:** No Report

#### **UPDATES AND CONCERNS:**

**Update on ProHealth Care Park** - Capital Pavers will be replacing the dead plant material and re-mulching the planting beds. A majority of the trail washouts have been repaired, with additional stone to be added to the trail system and the parking area. The park entrance sign is completed with installation anticipated in the next two weeks.

**Update on Quarry Park** - Johnson Sand & Gravel has completed the grading, placement of topsoil and seeding of the Phase I area (ball diamonds), and will be constructing the stone parking area next.

**Update on New Berlin Hills Stream bank Stabilization Project** - The restoration of the haul route along Phase III has not been completed to the City's satisfaction. The City has decided to hold off on touch up of these areas until next spring when the Final Acceptance Site Inspection will be completed. Final payment will not be released until the project has been completed to the City's satisfaction.

**Update on Disc Golf Course at Valley View Park** - The New Berlin Police Department has been monitoring the activities associated with Disc Golf at Valley View Park. These activities include additional surveillance, and increased enforcement actions. Even with the increased police presence, the police department keeps issuing tickets and making arrests, but the level of activity has not dropped off. The police department has recommended the Disc Golf Course be closed

permanently at the end of this season. Lieutenant Randy Alf will be attending the October Commission meeting to make a presentation.

**Update on Weston's Antique Apple Orchard** – At the July 27<sup>th</sup> council meeting, the council voted 5-1 to approve the donation agreement. The department then contracted with Giles Engineering to conduct a Phase I Environmental Site Assessment which was completed on September 8<sup>th</sup>. The assessment revealed two environmental concerns on the property: above ground storage tanks without spill containment, and the potential of arsenic and lead pesticide use in the orchard. Based on these findings, a Phase II Environmental Site Assessment is recommended to further evaluate soil and groundwater conditions.

**Update on Poplar Creek Subdivision** - This 22-lot conservation subdivision development is located in Sections 9 & 16 west of Calhoun Road south of Cleveland Avenue. The preliminary plat for this development shows a 5.82-acre parcel called Out lot #3, which would be dedicated to the school district for outdoor education purposes. Essentially this is the land from the Poplar Creek School down to the creek. The developer's plan is to maintain the remaining environmental corridor in private ownership with these lands protected through deed restrictions.

**Update on Feasibility Study for the Old Library Building** - At the July 27<sup>th</sup> Common Council Meeting, approval was given to transfer contingency funds from the Building Maintenance Division Budget to hire a consultant to conduct a Needs Analysis/Feasibility Study for Reuse of the Old Library Building. RFP's were sent to three architectural/engineering firms with the Zimmermann Design Group hired for the project. It is anticipated the Library will move into their new facility in early 2005. The completion of the Needs Analysis/Feasibility Study will assist city staff and elected officials in determining what is the best way to utilize the vacated old library building. Current discussions have focused on turning the building into a community center, which would serve the New Berlin Senior Citizen's Club, park and recreation programs, and also the potential to serve as a teen center. The scope of the study would include an analysis of the existing structure, interior and exterior maintenance needs, and an analysis of potential futures needs and uses, and costs to renovate the facility. The goal is to complete the study this fall for identification of potential building renovation costs in the city's capital improvements budget.

#### **DIRECTOR'S REPORT:**

**New Berlin Parks, Recreation & Forestry Department – A Presentation on Department Programs, Services & Accomplishments** – Due to time constraints and missing Commissioners, the report will be presented at the October Commission Meeting.

**2005 Parks, Recreation & Forestry Department Budget** - The Commission received the preliminary budget for 2005.

**Review and recommendation on Carleton Pointe Condominium project proposal by Welch Hanson Associates** - The developer is proposing to solve drainage problems of both this area and the private development through the joint effort of constructing a detention basin built at the private development's expense on the New Berlin Hills Golf Course property.

The owner/developer has made a formal request to present engineering plans and their proposal for reconsideration by the commission. Donald Murn, representing the owner Hans Stute and the Carleton Pointe Development and Robert Gassert of Welch Hanson Associates, the owners new engineering firm for this project, presented the Commission with the new retention pond plans. In order to determine the exact location of the pond, field staking of the location would need to be done. The maintenance of the pond would be retained by the condominium association. (Commission Duff left at 8:37 PM).

Although the developer claims the Stormwater pond would benefit both the development and the neighbors, New Berlin Hills does not have a water drainage problem and is not looking for a solution. Stormwater Division Engineer Eric Nitschke reported that once storm water reaches the City right-of-way, it becomes the City and County's responsibility. Associate Planner Olofu Agbaji informed the Commission that since this would involve the private use of public land, the City Attorney needs to be involved.

It was the consensus of the Commission for the Developer to do the research on the impact on New Berlin Hills and report to the Golf Course Committee. The Golf Course Committee will then report to the full Commission.

**NEW BUSINESS:** None

**NEXT MEETING:** October 18, 2004.

**ADJOURNMENT:**

Motion by Commissioner Gallagher to adjourn at 8:55 p.m. Seconded by Commissioner McAdams and carried unanimously.

Respectfully submitted by Cheryl Bowers for  
Nancy Duff, Secretary  
Parks, Recreation and Forestry Commission

ND/cb