

Village of Richfield  
4128 Hubertus Road, Hubertus, WI  
Park Commission Meeting Minutes,  
January 8, 2020  
6:00 PM

## **1. Call to Order/Roll Call**

Chairman Meeks called the meeting to order at 6:04 p.m.

Present at the meeting were Chairman Meeks, and Commissioners Filipiak, Sommers, and Murray.

Also Present: Administrative Services Coordinator Jen Keller, DPW Supervisor Brett Thicke and Administrator Jim Healy.

Excused Absence: Commissioner Woelfel

Commissioner Bernard arrived at 6:11p.m.

## **2. Verification of Compliance with Open Meetings Law**

Administrative Services Coordinator Keller stated the agenda was posted at all three local U.S Post Offices, Village Hall and on the Village website. Copies of the agenda were also digitally sent to the *West Bend Daily News*, *Hartford Times Press*, and the *Milwaukee Journal Sentinel*.

## **3. Pledge of Allegiance**

## **4. Meeting Minutes**

### **a. July 10, 2020 – Regular Meeting**

Motion by Commissioner Filipiak to approve the meeting minutes from the July 10, 2019 Regular Park Commission meeting; Seconded by Commissioner Sommers; Motion passed without objection.

## **5. DISCUSSION ITEMS**

### **a. Discussion regarding Youth Sports Update and 2020 Look Ahead**

#### **Richfield Youth Baseball Softball Association (RYBSA) – Andy Kaul, President, Ryan Butzke, Schedule Director**

RYBSA membership has been strong for the organization with hopes of growth in the older teams. A shared calendar has been provided to Staff so that communication remains strong between the teams and the Village. Website messages, email, text messaging and social media is utilized with scheduling and any changes made. Looking in 2020 to rebuild a batting cage and focus efforts on re-structuring t-ball.

#### **Richfield Soccer Club (RSC) – Scott Banwart, President**

RSC registration runs June through mid-July with seasons in the fall and the spring. This organization is comprised of teams ranging in age from 6 to 14 and all teams are spread throughout the Kettle Moraine Area. Communication will be the priority between RSC and other organizations with regards to use of concessions and the storage shed. In 2020, RSC will host the KMSL Tournament and Milwaukee Wave soccer camp.

#### **Richfield Rockets – Mike Kolb, Board Member and Scheduling Coordinator**

The Richfield Rockets tournaments are scheduled via google calendars, the master summary is created and discussed with RYBSA during the months of February or March. The schedule is then submitted to

Village of Richfield  
4128 Hubertus Road, Hubertus, WI  
Park Commission Meeting Minutes,  
January 8, 2020  
6:00 PM

the Village. Communication with the Village has been good with plenty of notice and field status updates from DPW Supervisor Thicke. The organization utilizes email to and from coaches who then notify parents and opposing team leadership of changes in schedules.

**Richfield Rebels – Ryan Lawler, President, Kim Meyer, Treasurer**

Richfield Rebels created teams in 2014 and is currently comprised of 43 families with 15 of those families being Richfield residents. Scheduling takes place in January for the year and communication is facilitated online. Currently, they utilize fields at Pioneer Bowl, Village Park fields and a field at Friess Lake School. The Rebels felt field time was not available to them and the cost to utilize Village fields was disproportionately higher for them compared to the other youth baseball and softball organizations. A tournament will be held in Fireman's Park during the month of June as a fundraiser for the organization and the Honor Flight.

Administrator Healy stated the Richfield Rebels organization was offered field time previously by the other organizations and the Richfield Rebels did not take advantage of openings. A separate meeting between Village Staff and the youth sports groups was also mentioned as a necessity to work through issues such as user fees to organizations which comprise less than 60% of membership as Village taxpayers. Rebels are approximately at 33%.

**b. Discussion regarding 2020 Master Plan for Nature Park**

Administrative Services Coordinator introduced the topic. Main areas of focus for the planning of Nature Park will be conducting an assessment of current amenities and planning for future improvements. Additional meetings with community members and stakeholders will also be part of the creation of the Nature Park Master Plan. The proposed date of a drafted plan is July 8<sup>th</sup>, 2020.

Chairman Meeks mentioned that future plans for Nature Park are required to abide by the language in the DNR Stewardship Grant materials provided in the meeting packet. Horse trails were a previously approved project idea for the park. Chairman Meeks requested the Commission reconsider adding playground equipment that still complied with the spirit of the grant.

Jim Healy stated the Washington County Parks Department had recently installed a nature play-scape in one of their parks which may be an option.

Commissioner Sommers stated it would be helpful to identify nearby nature preserve parks that had been recipients of this grant and see what recent improvements had been made by those entities.

**c. Discussion regarding 2020 Consideration to Repair or Reconstruct Fireman's Park Tennis Courts**

Administrative Services Coordinator introduced the topic.

Chairman Meeks asked whether it was worth the money to repair the courts instead of a larger investment for a full reconstruction of the amenity.

Commissioner Filipiak expressed concern for the lifetime of a repair compared to the reconstruction of the tennis courts.

Village of Richfield  
4128 Hubertus Road, Hubertus, WI  
Park Commission Meeting Minutes,  
January 8, 2020  
6:00 PM

Administrator Healy explained the work to mill all cracks and fill over them would result in reflective cracking three to five years after each application and the ways in which the demand to utilize these courts has decreased due to the deterioration.

DPW Supervisor Thicke added that 2009 was the last time any crack filling was done on the Fireman's Park tennis courts.

Commissioner Bernard mentioned major investment in the courts is needed and incorporating pickle ball into the redesign is forward thinking which Commissioner Bernard is in favor of.

Chairman Meeks stated the Park Commission would take formal action on the matter during a special Park Commission meeting on February 12<sup>th</sup> at 6PM.

#### **d. Discussion regarding General Park Operations Report**

Administrative Services Coordinator Keller stated the DPW team had made significant strides in Emerald Ash Borer (EAB) tree removal in the Richfield Historical Park. Efforts to complete EAB tree removal should conclude this year. DPW Supervisor Thicke indicated tree removal efforts have been focused on grassy areas that individuals are closer to. Trees around trails in Heritage park will be the next focus for the department.

Next, Administrative Services Coordinator Keller updated the commissioner members on the resignation of Park Commission Member Dick Becker. Mr. Becker served on the Park Commission since his appointment in 2015 and has recently encountered health issues which will prevent him from serving the remainder of his term which expires in 2021. Staff will work with Village President Jeffords to appoint a new member to the commission.

In December, Staff were directed by the Village Board to renew a contract with Port-a-John. The new contract will be in effect for three (3) years and save the Village approximately \$660.00, annually.

The Hill and Gully Snowriders will host their annual vintage show in Nature Park this year. The event is set to take place on Saturday January 18<sup>th</sup> from 9am - 5pm. Food, refreshments and raffles will be available. There will be a 12PM groomer parade and ride for those attending.

Administrative Services Coordinator Keller mentioned the 2020 leases to farm public land had been signed by Mr. Lofy and Mr. Kohl.

Lastly, the DPW team will be addressing some of the overgrowth along the walking trail in Heritage Park at the west end of the soccer fields, near field 7.

Chairman Meeks expressed interest in trails with ADA accessibility in our parks as a future project. Currently trails are not handicap accessible in our park system.

Commissioner Filipiak asked that visiting boy scouts be recognized at future meetings by either leading the Pledge of Allegiance or recognizing them at the beginning of the meeting.

## **6. ADJOURNMENT**

Village of Richfield  
4128 Hubertus Road, Hubertus, WI  
Park Commission Meeting Minutes,  
January 8, 2020  
6:00 PM

Motion by Commissioner Bernard to Adjourn at 7:33p.m.; Seconded by Commissioner Filipiak; Motion passed without objection.

Respectfully Submitted,

Jen Keller  
Administrative Services Coordinator