

The Ledgeview Park, Recreation, & Forestry Committee held a meeting on **Tuesday, March 23, 2021 at 6:00pm** at the Community Center located at 3700 Dickinson Road, De Pere, WI 54115. Due to the COVID-19 pandemic, some members of the committee attended the meeting virtually.

A. CALL TO ORDER.

**Meeting called to order by Shanda at 6:03pm.**

B. ROLL CALL.

Members present: N. Van Helden, D. Purnell, J. Shanda, R. Kowalczyk, C. Peltier

Staff present: Stephanie Schlag, Park & Recreation Director, Mark Sauer, Planner, Mead & Hunt

Also in attendance: Members of the public

C. AGENDA APPROVAL.

**Request to move New Business Item 1 after Communications.**

**MOTION by Shanda, seconded by Purnell to approve agenda with modification as listed. No further discussion. Motion approved unanimously in a voice vote.**

D. APPROVAL OF MINUTES:

1. Park and Recreation Committee Minutes from February 16, 2021

2. Beautification Sub-Committee Minutes from January 25, 2021

3. Beautification Sub-Committee Minutes from February 15, 2021

**MOTION by Purnell, seconded by Peltier to approve the minutes. No further discussion. Motion approved unanimously in a voice vote.**

E. PUBLIC COMMENT:

None.

F. COMMUNICATIONS:

1. Beautification Sub-Committee Update

i. 2021 Work Plan Review/Approval

Staff provided an update of the meeting on Monday, March 15. Committee reviewed 2021 work plan.

**MOTION by Purnell, seconded by Van Helden to approve the 2021 Beautification Sub-Committee Work Plan. No further discussion. Motion approved unanimously in a voice vote.**

G. OLD BUSINESS:

1. Discussion Regarding Creating a Forestry Ordinance

Staff provided an overview of sections 12-14 of the proposed forestry ordinance.

No changes recommended to sections 12-14.

April meeting will be final review of ordinance as a whole and review of the Urban Forestry Planting Manual.

April/May Zoning and Planning Committee will review ordinance and planting manual.

Town board will begin first review in May/June.

No motion necessary.

H. NEW BUSINESS:

1. Request for Memorial at Creamery Road Park (taken out of order)

Chad, Scott and Don Corrigan in attendance. Explained that Steve was an original member of the fire department, was the town chairman, was part of the process to rename the Town of De Pere to Ledgeview, and would like to place a memorial stone on the picnic shelter at Creamery Road Park in his honor and memory. All costs would be covered by the Corrigan family

**MOTION by Peltier, seconded by Kowalczyk to recommend to the Town Board a memorial stone on the picnic shelter at the Creamery Road entrance "In Memory of Steve Corrigan, 2021". No further discussion. Motion approved unanimously in a voice vote.**

Approved at the April 27, 2021 Park, Recreation, & Forestry Committee Meeting.

Approved at the May 3, 2021 Town Board of Supervisors Meeting.

2. Consideration of New Committee Member  
**Motion by Shanda, seconded by Purnell to recommend to the Town Board of Supervisors, Michael Pollatz to the Park, Recreation and Forestry Committee.** Clarification requested on future make-up of committee. Town ordinance states 7 members. Peltier confirmed, will stay on as a member after his tenure on the Town Board is complete. Recommendation of Pollatz would be 6<sup>th</sup> member. Board will appoint a town supervisor to the park committee which would make 7 members. **Motion approved unanimously in a voice vote.**
3. Demarcation Plan Updates as Recommended by Beautification Sub-Committee
  - i. Parcel D-814 Demarcation Plan Recommendation  
**Motion by Purnell, seconded by Van Helden, to approve demarcation of parcel D-814 as recommended by the Beautification-Sub Committee. No further discussion. Motion approved unanimously in a voice vote.**
  - ii. Stormwater Pond Demarcation Recommendation  
**Motion by Shanda, seconded by Kowalczyk to approve demarcation of stormwater pond parcels with public access as recommended by the Beautification-Sub Committee. No further discussion. Motion approved unanimously in a voice vote.**
  - iii. Stone Silo Circle/Trumpeter Trail Recommendation  
**Motion by Purnell, seconded by Van Helden to approve demarcation of for the Stone Silo Circle/Trumpeter Trail Outlot as recommended by the Beautification-Sub Committee. No further discussion. Motion approved unanimously in a voice vote.**
4. 2020 Annual Report for Parks and Recreation  
**Motion by Shanda, seconded by Purnell to accept the 2020 Annual Report and place on file. No further discussion. Motion approved unanimously in a voice vote.**

I. STAFF REPORT:

Staff provided an update of the following items in a report included in the agenda packet.

1. Eagle Bluff Park Update from 3/16/21 Town Board of Supervisors Meeting
2. Forestry Inventory Award
3. Northern Pike Spawning Habitat
4. AARP Grant Application
5. Landscape Beds for Ledgeview Park, including Creamery Road and Winding Waters Way
6. Park Clean Up Scheduled for Saturday 5/1 9:00am-noon at Ledgeview Park
7. Town Board Actions at 3/1/21 Meeting on PRF Items
8. Tree City USA Bulletin

J. ADJOURNMENT.

**MOTION by Purnell, seconded by Shanda to adjourn the meeting. No further discussion. Motion approved unanimously in a voice vote.**

**Meeting adjourned at 7:30pm.**

FUTURE AGENDA ITEMS

April: Alcohol in Parks

April: Forestry Ordinance in Full

April: Urban Forest Planting Specifications Manual

TBD: Fireworks in Parks

Respectfully Submitted,  
Stephanie Schlag, Parks and Recreation Director

**Next Regular Meeting: April 27, 2021 6:00pm**

Approved at the April 27, 2021 Park, Recreation, & Forestry Committee Meeting.

Approved at the May 3, 2021 Town Board of Supervisors Meeting.