

**MINUTES FOR THE  
TOWN OF ALGOMA  
WINNEBAGO COUNTY, WISCONSIN  
PARKS COMMITTEE MEETING  
ALGOMA TOWN HALL  
15 N. OAKWOOD ROAD, OSHKOSH, WI 54904  
WEDNESDAY SEPTEMBER 25<sup>TH</sup>, 2013 AT 6:30 PM**

**1. Call to Order.**

The meeting was called to order by Chairperson Timm at 6:30 PM.

**2. Roll Call.**

Kristine Timm

Sue Rehder -Excused

Mark Kainz

Joel Rasmussen

Dewey Nelson

Curt Clark

Deputy Clerk Kuehnl

Treasurer Drexler

Clerk Nelson

**3. Public Forum.**

No one came forward.

**4. Appoint a Parks Committee Member to serve on the Planning Commission for the remainder of Henry Sampson's term expiring May 1, 2016.**

Dewey Nelson is appointed by the planning committee to be on the parks committee. Now we are appointing Dewey Nelson to be our liaison on the planning commission. Timm/Kainz motion to appoint Dewey Nelson to serve on the planning commission for the remainder of Henry Sampson's term expiring May 1, 2016. Discussion about if this has to be the same person. It does not. The planning commission does not have room for another member. No further discussion. Voice vote 5-0. Motion carried.

Discussion of one more member for the parks committee.

**5. Review and approve the purchase and installation of "Tobacco-Free Zone" signs.**

Tim Blake received that picture of the sign used in Minnesota. The person in charge of the signs in Minnesota did not return our phone call as of today. You could also incorporate the other rules of the park on the signs. A total of three signs would be needed. One sign to be installed at the Town Hall, Kewaunee Park and Jones Park. Discussion of putting more than one sign in Jones Park. Discussion to order extra signs in case of vandalism. What else besides Tobacco would we want on the sign? We allow alcohol in the Town Hall. We should look at catalogues for ideas. What is the enforcement if they do smoke? It would be more of a suggestion. Rasmussen will look for a catalogue with different options. Not aware of other parks in the County that have such signs. Kainz will look into if there are signs in the other area parks.

**6. Financial status update from Treasurer Drexler.**

At the September Town Board meeting, Drexler had suggested that the money should go into a money market account. Drexler would like direction as to ideas. We are still working on the grant. They need copies of checks. This would be only the New Parks money, not the maintenance fund. The money is sitting in a checking account. When they purchased the land, the certificate of deposit was cashed in for bills. Not ready to turn money over to the Oshkosh Foundation yet. Rasmussen/Nelson motion to turn the money into a money market account. Discussion about liquidity of the money while in a Money Market Account. Down side of moving the money to the Foundation is then we have to pay them. No further discussion. Voice vote 5-0. Motion carried.

**7. Update on the contract with the Oshkosh Area Community Foundation.**

Atty. Marone and Clerk Nelson revisited the contract. Only two concerns on the contract. One is under key fund contacts on the first page it states Town Treasurer and Parks Committee Chair. On the second page the statement says or for the same two people. Atty. Marone feels that they both should state and. The second concern is the Town Treasurer does not pay bills, they collect money, and the Town Clerk is in charge of disbursing money. Atty. Marone would prefer the statement to say Town Clerk instead of Treasurer for this reason. Our Town requires that three people sign for disbursements. Therefore, on page 2 item b should have three names. Drexler stated she would recommend the Town Chair, the Town Treasurer and the Chairperson of Parks sign. Discussion if it should be Town Chair, Town Clerk and Town Treasurer. Karlene Grabner from the OACF stated earlier on the phone to the Clerk's office that the way it works is:

- 1) We send them the invoice.
- 2) The Town has to have three signatures; therefore we would have three signatures on the bill or on an attached form with the three signatures.
- 3) The OACF then would pay the bill.

Discussion regarding the bill going to the Parks Committee then to the Board. The Board would see the bills on the board of disbursements. The Board has already approved you to build and the amount you can use to accomplish the project. The three signers should be Town Chair, Town Clerk and Town Treasurer. Discussion to add the Clerk to the key fund contacts on the first page, due to she is in the office the most. Decision to have them be the Town Clerk, the Town Treasurer, and the Parks Chairperson. Discussion of when to send the contract to the Foundation because it would be in effect as of January 2, 2014. Decision to send it around the 16<sup>th</sup> of December. We should look at it again at the next meeting with the changes to approve the final document.

**8. Continued discussion on fundraising efforts.**

Timm handed out the copies of the document from Henry Sampson. Discussion on how the map and document works. Need to make this easier to understand and be able to hand it out at the fund raising meetings. List of naming rights and how many of the items there

are to donate. Rasmussen stated that the Lions Park in Greenville has names and plaques all over the entire park. He likes the ones you can mow over for easier maintenance. May want the brochure to read, if you donate so much you are a certain level and not towards a certain item. Could put this amount will buy you a tree or other items for that amount. People or businesses could also donate a corner or area instead of money. Discussion on what color would designated to what amount of money. Could have the colors of gold, silver and bronze for levels. Corporations could have a different scale. Also could have a platinum level. Could do tree levels like oak, birch, sequoia, etc. Rasmussen will redo the information from Sampson to help make the information clearer by cost. Include the naming of the bigger areas like the shelter in the information. Grabner is reserving the 14<sup>th</sup> and 17<sup>th</sup> of October for the parks committee to talk about fund raising. Date for the meeting was set for October 14<sup>th</sup> at 6:00 PM.

Discussion on the Facebook page. Deputy Clerk Kuehnl will contact Grabner from the OACF to tell her what night was picked.

**9. Approve minutes of the previous meeting of August 28<sup>th</sup>, 2013.**

On page three strike the Marion College part because they have not been contacted. Rasmussen/Clark motion to approve the minutes with the change. No further discussion. Voice vote 5-0. Motion carried.

**10. Adjourn.**

Nelson/Rasmussen motion to adjourn. No further discussion. Voice vote 5-0. Motion carried.