Board of Park Commissioners

335 South Broadway
De Pere, WI 54115
https://www.deperewi.gov/

Regular Meeting

Final Minutes

Thursday, May 18, 2023 | 6:30 PM | Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 6:30 PM by Board Member Randy Soquet

Attendee Name	Title	Status	Arrived
Melissa Thiel Collar	Board Member	Excused	
Ryan Jennings	Board Member	Present	
Jim Kneiszel	Board Member	Present	
Amy Chandik Kundinger	Alderperson	Excused	
Shana Defnet Ledvina	Alderperson	Present	
Dean Raasch	Alderperson	Present	
Randy Soquet	Board Member	Present	
Madison DeCleene	Teen Advisor	Present	
Connor Goodman	Teen Advisor	Present	

Others present: Marty Kosobucki - Director of Parks, Recreation, and Forestry and Grace Lahtela - Administrative Assistant

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Park Commissioners. Chapter 6-3(f) DPMC

None

III. Items

1. Consideration and Possible Action to Approve the Board of Park Commissioners Minutes from the April 20, 2023 Meeting.

   Alderperson Defnet Ledvina moved to approve the Board of Park Commissioners minutes from the April 20, 2023 meeting, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

2. Election of Chair for the Board of Park Commissioners.

   Alderperson Defnet Ledvina nominated Randy Soquet to be Chair of the Board of Park Commissioners, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Ryan Jennings, Board Member
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

3. Election of Vice Chair for the Board of Park Commissioners.

   Alderperson Defnet Ledvina nominated Ryan Jennings to be Vice Chair of the Board of Park Commissioners, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

4. Consideration and Possible Action to Accept a $500 Donation from the De Pere Kiwanis to the Recreation Scholarship Fund*

   James Kneiszel moved to accept a $500 donation from De Pere Kiwanis to the Recreation Scholarship Fund, seconded by Randy Soquet. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Randy Soquet, Board Member
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

5. Consideration/Possible Action to Approve $500 donation from DP Lions Club to Cover Mischief & Magic Entertainment for One Event of the Beer Gardens*

   Alderperson Raasch moved to accept a $500 donation from the De Pere Lions Club to cover Mischief and Magic Entertainment for one Beer Garden, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Ryan Jennings, Board Member
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

6. Consideration and Possible Action to Accept Donation of Planter Box at Voyageur Park from the Beautification Committee Valued at $1,000.*

   James Kneiszel moved to accept the donation of a planter box for Voyageur Park from the Beautification Committee, seconded by Alderperson Raasch.
   Randy Soquet moved to open the meeting to public comment at 6:35 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.
   Sue Walsh, representing the De Pere Beautification Committee, explained that the committee would like to place a planter box in Voyageur Park for recognition of past president and current volunteer Rose Smits. The Beautification Committee would be

responsible for both planting and maintaining the planter box. Currently the Beautification Committee takes care of 14 roundabouts, 19 beds and 108 planters.
Randy Soquet stated that on behalf of the park board and the whole community, he thanked the Beautification Committee for their time and efforts and stated the efforts do not go unnoticed.
James Kneiszel moved to return to regular order at 6:38pm, seconded by Alderperson Defnet Ledvina. Upon vote, the motion passed unanimously.
Alderperson Defnet Ledvina questioned if there are any concerns about the cost going above $1,000. Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that Don Melichar worked closely with the Beautification Committee to plan and organize the project and staff does not think it will go over.
Upon vote, the above motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jim Kneiszel, Board Member
SECONDER:	Dean Raasch, Alderperson
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

7. Consideration and Possible Action to a One Year Extension to Agreement with Brown County Ice Management *

Randy Soquet moved to approve a one-year extension to the Agreement with Brown County Ice Management, seconded by Alderperson Defnet Ledvina.
Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that offering a one-year extension would allow a condition analysis of the facility to be done by the city. The facility is surviving, but there are long-term concerns with the facility. Staff will also need to review the surcharges that were put into place to cover the cost of the chiller system repairs. These repairs are almost paid for, so a discussion will be needed to see if these should remain to help sustain repair costs at the facility.
Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Randy Soquet, Board Member
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

8. Consideration & Possible Action To Approve Adult Masters Swim Program Fee

Alderperson Defnet Ledvina moved to approve the adult masters swim program fee schedule, seconded by Randy Soquet.
Randy Soquet questioned if the adult swim program was requested. Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that the program was generated out of requests made to the Recreation Supervisor.
Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Randy Soquet, Board Member
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

9. Consideration & Possible Action to Approve Changes to Financial Awards for Rec Scholarship Program*

Randy Soquet moved to approve the recommended changes to the financial awards for the Recreation Scholarship Fund, seconded by James Kneiszel.
Randy Soquet questioned if the recommended changes are sufficient, or if they should be raised even more to cover potential cost increases. Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that the requested increase should be sufficient as 50-75% of the requests come in for family pool passes. With the recommended increases it would allow for a family to receive the family pool pass and for each child the ability to take 1-3 classes.
Upon vote, the above motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Randy Soquet, Board Member
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

10. Consideration and Possible Action to Direct 2023 Beer Garden Revenue to the Nelson Pavilion Project. *

Alderperson Raasch moved to direct the 2023 Beer Garden revenues to the Nelson Family Pavilion project, seconded by Alderperson Defnet-Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

11. Consideration and Possible Action to Approve the WDNR Grant Application to Refurbish Fishing Pier Dock at Perkofski Boat Launch *

Ryan Jennings moved to approve the WDNR grant application to refurbish a fishing pier dock at the Perkofski boat launch, seconded by James Kneiszel. Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ryan Jennings, Board Member
SECONDER:	Jim Kneiszel, Board Member
AYES:	Jennings, Kneiszel, Defnet Ledvina, Raasch, Soquet
EXCUSED:	Melissa Thiel Collar, Amy Chandik Kundinger

IV. Staff Updates

1. Update on Status of Nelson Family Pavilion Construction.

   Marty Kosobucki, Director of Parks, Recreation, and Forestry explained that developments have occurred with the Nelson Family Pavilion project. The low bid for the project from IEI was scheduled to go to Council for approval; however, right before the Council meeting information was received that results from the soil testing came back with bad soil. McMahon recommends consulting with an environmental consultant to further test the soil. Due to the soil test information, it was decided to pull the item off the agenda and wait to approve the contract until more testing can be performed on the soil. The additional soil testing will be performed by the environmental division within McMahon and the results could take up to four weeks to receive. With this new information, the project is currently on hold, and there is no intension of stopping the project.

   Conner Goodman, Teen Advisor, questioned what type of odor was coming from the holes. Marty Kosobucki stated staff asked the company that performed the testing, but they did not provide any additional information. The soil samples are kept, so McMahon should be able to use these samples for their testing. The first phase of the environmental study will include interviews with the company the performed the test.

RESULT:	**DISCUSSED**

V. Future Agenda Items

None

VI. Adjournment

James Kneiszel moved to adjourn the meeting at 6:48 pm, seconded by Ryan Jennings. Upon vote, the motion passed unanimously.

Respectfully submitted,
Grace Lahtela