

PARKS, PROPERTY & STREETS COMMITTEE MINUTES
SEPTEMBER 8, 2026
(Approved)

1. Call to Order & Roll Call

September 8, 2026, meeting of the Parks, Property & Streets Committee was called to order by Committee Chair Howson at 1:01 P.M.

Committee Members Present: Committee Chair Louise Howson and members Nate Bell, Jerry Ahrens, and Mike Laszkiewicz.

Staff Members Present: Village Administrator Benjamin Andrews, Parks & Streets Director Erik Linczmaier, and Village Clerk Julie Thyssen.

Public Present: David Frykman

2. Approve Agenda

Motion to approve the agenda was made by Bell and seconded by Ahrens. Motion carried — all ayes.

3. Approve Minutes 0:30

a. August 3, 2026; Regular Meeting

The minutes were reviewed with amendments proposed by the Chair. Corrections included: adding a closing summary to the Parks and Streets Budget Review item (Item 5d/g) to reflect that the committee directed staff to revise the budget based on actual 2025 expenditure trends rather than the current 2026 budget, and noting that an additional meeting was to be scheduled; and correcting an inaccurate budget category name on page 3, line 37. A question was also raised regarding the recorded opposition vote on the Sports Complex Facility Reservation Policy, as the rationale for the dissenting vote was not captured; members acknowledged the importance of documenting reasoning when votes are split.

Motion to approve the August 3, 2026 minutes as amended was made by Laszkiewicz and seconded by Howson. Motion carried — all ayes.

b. August 19, 2026; Special Meeting

It was noted that the meeting title should reflect its designation as a special meeting.

Motion to approve the August 19, 2026 Special Meeting minutes was made by Laszkiewicz and seconded by Ahrens. Motion carried — all ayes.

4. Comments, Correspondence, and Concerns from the Public

David Frykman, 10691 Little Sister Road, Sister Bay, WI 54234, addressed the committee regarding the deteriorating condition of Little Sister Road, citing significant pothole damage and safety concerns for pedestrians due to the road's narrow width. He requested that resurfacing of Little Sister Road be placed on a future agenda. The committee acknowledged the request. A memo regarding Little Sister Road resurfacing funding, addressed to the Finance Committee, was also received and distributed.

5. Discussion/Action Items

a. Dog Park Improvement Discussion

The committee reviewed a letter from residents suggesting improvements to the Sister Bay Dog Park, such as fence and gate fixes, surface safety, grass trimming, easier access, parking, a donation

box, a library, and better communication. Linczmaier noted limited current maintenance, about an hour of weekly mowing, and \$1,300/year county service for frost heave, with no comprehensive maintenance budget. The park's upkeep lags behind other parks, and routine tasks like trimming and filling have been neglected. Linczmaier was tasked with proposing regular maintenance, additional tasks for consistency with other parks, cost estimates, and prioritizing improvements, excluding parking lot paving for now. The committee proposed a matching donation program of up to \$1,000 for community fundraising, to be reviewed by the Finance Committee. The idea of a Friends of the Dog Park group for long-term support was also discussed.

b. Village Refuse Discussion; Pizza Boxes at Waterfront Park

Andrews proposed purchasing dedicated pizza box receptacles to tackle the overflow of pizza boxes in village garbage bins at Waterfront Park. Five high-traffic locations like the performance pavilion and playground were selected, with each unit costing \$1,195 and a total initial project estimate of \$2,400. A seven to eight-week lead time was noted. The committee suggested piloting the program at one or two spots before broader adoption, emphasizing the importance of strategic placement due to user behavior. The committee decided to approach local pizza businesses such as Wild Tomato, Zaza's, Northern Grill, etc., to participate as community partners in funding these receptacles, opting for a cooperative angle over sponsorship. Staff were also tasked with finding applicable grants. A budget for up to two units was considered for the 2027 plan, with the quantity to be adjusted based on business interest.

c. Village Infrastructure; Spring Road Culverts

Linczmaier updated on spring flooding along South Spring Road due to overflow at the Mill and South Spring Road intersection. Clearing an unmapped culvert eased the issue, but debris on Al Johnson's side still threatens drainage flow. Initial ditching and culvert assessments showed some driveways lack culverts, aggravating drainage problems. Andrews mentioned residents view the flooding as a rare event and are averse to disrupting driveways for culvert installation. The committee agreed ongoing observation is needed and might include this in a future capital plan, but no action was taken. Staff are to keep drainage infrastructure clear to prevent future flooding.

6. Parks and Streets Report

Road Replacement Plan: The committee noted the lack of an active road replacement schedule in the CIP and the removal of specific projects in recent years, leaving only \$100,000 for general maintenance. The existing plan is to be reviewed in October or November for potential inclusion in the 2028 CIP.

Gateway Drive Surface Treatment: To address shifting asphalt, a \$2,000 grinding and rubberized mastic treatment is planned for completion before June 1, 2027. If contractor Franke Masonry cannot meet this deadline, an alternative will be sought.

Beach Cable Hazard: A patron injury revealed buried cables at the waterfront beach, with further exposure after sand loss. Somerset Marine will assess and remove the cables.

Beach Sand Replenishment: Increasing rockiness due to sand loss at the beach led staff to investigate DNR requirements and grants for replenishment.

Equipment Washing: A \$6,000 self-contained unit may replace a fixed hot water system installation.

7. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee

1 The following items were identified for future agenda placement: Little Sister Road resurfacing
2 discussion; dog park maintenance and improvement proposal from staff; dog park matching
3 donation program referral to the Finance Committee.
4

5 **8. Next Regular Meeting**

6 **a. October 5, 2026 at 1:00 P.M.**

7 The next regular meeting of the Parks, Property & Streets Committee was confirmed for October 5,
8 2026, at 1:00 PM.
9

10 **9. Adjourn**

11 *Motion to adjourn at 2:53 was made by Ahrens and second by Bell. Motion carried — all ayes.*
12

13 *Respectfully submitted by Julie Thyssen, Village Clerk*