

Town of Wheaton Parks Commission Meeting Minutes

Tuesday, May 27, 2025
Wheaton Park Upper Pavilion
3900 38th Street
Elk Mound, WI 54739

1. **Affidavit of Notice of Meeting** per Wisconsin Statute 19.84
2. Ken Books called the meeting to order at 7:17 p.m. once a quorum was present with the Pledge of Allegiance and a moment of silence.
3. **Roll Call:** Cesar Arauz, Ken Books, Jan Dole, Becky McInnis, Jenny Schutte, and Aaron VanHove
Public present: Eugene Gutsch, Adam Blaskowski, and Rob Schutte
4. **Consent Agenda:** Approval of Agenda, Approval of April Meeting Minutes, and next Wheaton Parks Commission Meeting Date: June 24, 2025. Jenny moved to approve the consent agenda and minutes; Seconded by Becky. Motion passed.
5. **Public Comments:** None
6. **Old Business**
 - a. Review/Discuss/Act on Park Donations
 - No new park donations.
 - Becky picked up the last order of 5 bricks. Working on getting all orders so far installed as we have enough for a small section.
 - In mid-July Jan will set up a booth at the recycling center to display and sell bricks.
 - b. Review/Discuss/Act on Park Rentals
 - 2025: 18 lower pavilion, 6 upper pavilion, 2 special events.
 - 2026: 1 lower pavilion, 0 upper pavilion, 0 special events.
 - c. Review/Discuss/Act on Parks Maintenance
 - The old fire hoses in the lower parking lot are working out well and will continue to be utilized.
 - Field banners were put up. Oak Knoll field banner was really worn and ripped apart in the recent storm. Ken will handle getting a replacement.
 - Butterfly garden bird bath was put out and filled.
 - Ice rink liner was rolled up and stored at the town shop.
 - Some painting and staining still needs to be done.
 - d. Review/Discuss/Act on Adding Frisbee Disc Golf Course to Wheaton Park
 - No updates.
 - e. Review/Discuss on Upper Pavilion/Building Project Update
 - Reviewed the upper pavilion/building project during the meeting and existing punch list items the contractor had been provided. Feedback from parks commission members and the public were noted for the punch list. Ken will update the punch list and send it to the contractor.
 - f. Review/Discuss/Act on Town June Newsletter Park Information
 - Discussed parks information to include in the newsletter.
 - Jenny has not heard back from Chippewa County Historical Society on park history.
 - Updates to the June newsletter are due by June 10th.
 - g. Review/Discuss/Act on Chapter 6 Park Ordinance 5 Year Review
 - Items discussed included park closing time matching park signage, adding no overnight parking and no camping to address past questions, replacing permit with reservation application (actual form used), no loudspeakers or sound systems without approval (reservation application), and adding the following donation language. Donations must be reviewed and accepted by the Parks Commission per state statute. Donations will always be used for the agreed purpose by Parks Commission and Town Board unless the

donor submits in written form a change for the donation funds. Donated funds are to be tracked in the town budget using the revenue account Park Donations and expense account Park Donation Expenditures for full transparency.

- Jenny made a motion to approve Chapter 6 park ordinance with discussed changes and forward onto the Plan Commission; Seconded by Aaron. Motion passed. Ken will submit Chapter 6 Park Ordinance changes to the Plan Commission for review and approval and forwarding to the Town Board.

7. New Business

- None

8. Set Potential Agenda Items for Next Meeting

- Park Donations, Park Rentals, Park Maintenance, Adding Frisbee Disc Golf Course to Wheaton Park, and Upper Pavilion/Building Project Update

9. Adjournment - Becky moved to adjourn the meeting; Seconded by Jenny. Motion passed. Meeting adjourned at 8:29 p.m.

Respectfully Submitted,

Jan Dole, Secretary/Treasurer