

# Town of Wheaton Parks Commission Meeting Minutes

Tuesday, October 28, 2025  
Wheaton Town Hall  
4975 County Highway T  
Chippewa Falls, WI 54729

1. **Affidavit of Notice of Meeting** per Wisconsin Statute 19.84
2. Ken Books called the meeting to order at 7:00 p.m. with the Pledge of Allegiance and a moment of silence.
3. **Roll Call:** Ken Books, Jan Dole, Becky McInnis
4. **Consent Agenda:** Approval of Agenda, Approval of August Meeting Minutes, and next Wheaton Parks Commission Meeting Date: November 25, 2025. Becky moved to approve the consent agenda and minutes; Seconded by Ken. Motion passed.
5. **Public Comments:** None
6. **Old Business**
  - a. Review/Discuss/Act on Park Donations
    - No new brick or park donations.
  - b. Review/Discuss/Act on Park Rentals
    - 2026: 3 lower pavilion, 0 upper pavilion, and 0 special events.
  - c. Review/Discuss/Act on Park Maintenance
    - Chip seal 38<sup>th</sup> Street, Upper Parking Lot, and Area around Upper Pavilion/Building was completed.
    - Freddy Fire Truck steering wheels were repaired.
    - Lower concession building/septic lift station winterization completed.
    - Irrigation winterization completed.
    - Tennis court net and bike rack have been put away for winter.
    - Field banners and batting cages being put away this coming weekend.
    - Pickleball nets being put away after batting cages.
    - Picnic tables with no roofs being put away after batting cages.
    - Butterfly garden has a pile of woodchips to be spread on the walking paths.
    - Tennis court and boat landing porta potties are still open due to warm weather.
  - d. Review/Discuss/Act on Adding Frisbee Disc Golf Course to Wheaton Park
    - No updates.
  - e. Review/Discuss on Parks Budget 2026
    - 2026 Parks budget from budget planning meeting has \$30,000 for park maintenance and \$10,000 for park outlay.
    - Lawncare and irrigation maintenance bids were received and opened at October 14, 2025 town board meeting. Town board to review and award bids at November 11, 2025 meeting.
7. **New Business**
  - a. Review/Discuss/Act on 2025 Park Rentals Summary Report
    - Reviewed summary report.
  - b. Review/Discuss/Act on Wheaton Winter Newsletter Parks Information
    - Discussed information to include in the newsletter, including accomplishments, upper pavilion/building remodel, recreation information tidbits regarding sledding hill history, and winter opportunities at the park.
  - c. Review/Discuss/Act on Creating a Rental Survey
    - Discussed creating a post rental survey to use for 2026 rentals.

**8. Set Potential Agenda Items for Next Meeting**

- Park Donations, Park Rentals, Park Maintenance, Adding Frisbee Disc Golf Course to Wheaton Park, Post Rental Feedback Survey, Newsletter

**9. Adjournment** - Becky moved to adjourn the meeting; Seconded by Jan. Motioned passed.  
Meeting adjourned at 8:26 pm.

Respectfully Submitted,

Jan Dole, Secretary/Treasurer