

# Town of Wheaton Parks Commission Meeting Minutes

Tuesday, April 28, 2026  
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, Becky McInnis, Brandon Thatcher, Jenny Schutte, Jan Dole
4. **Consent Agenda:** Approval of Agenda, Approval of February 24, 2026 Meeting Minutes, and next Wheaton Parks Commission Meeting Date: May 26, 2026. Jenny moved to approve the consent agenda and minutes; Seconded by Jan. 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: 16 lower pavilion, 5 upper pavilion, and 1 special events.
    - 2027: 2 lower pavilion, 1 upper pavilion, and 0 special events.
  - c. Review/Discuss/Act on Park Maintenance
    - Reviewed and discussed park maintenance list for 2026. Several items were in progress or had been completed.
  - d. Review/Discuss/Act on Adding Frisbee Disc Golf Course to Wheaton Park
    - No updates.
7. **New Business**
  - a. Review/Discuss/Act on Native Pollinator Patch at Wheaton Boat Landing presented by Lucas Prokopinski
    - Lucas Prokopinski went over his proposal and presentation with the Parks Commission.
    - Parks Commission members asked questions and provided feedback.
    - Jenny moved to approve Native Pollinator Patch at Wheaton Boat Landing; Seconded by Brandon. Motion passed.
  - b. Review/Discuss/Act on Geocache Request in Wheaton Park
    - Ken Books presented the Geocache request by Hailey Brown to be incorporated into the Little Free Library.
    - Parks Commission members asked questions and provided feedback.
    - Jan moved to approve the Geocache request in Little Free Library; Seconded by Jenny. Motion passed.
  - c. Review/Discuss/Act on American Trails – Trails Capacity Grant Application #2
    - Ken Books presented an opportunity brought up by Visit Eau Claire where Town of Wheaton could apply for Trails Capacity Grant like the Parks Commission had done in the past. This new opportunity was focused on trails that are used for non-motorized and motorized experiences which we would qualify for due to snowmobile trail.
    - Grant submission deadline is May 15, 2026.
    - Grant application would focus on tilling and reseeding trails with trail grass that can hold up to heavy traffic as wood chips have decomposed after 8 years and there is a lot more growth coming up.
    - Trail grass would be better long-term solution than having to spray the trails every year.
    - Jan moved to approve applying for Trails Capacity grant; Seconded by Jenny. Motion passed.
  - d. Review/Discuss/Act on Park Rental Fee Structure and Fees to Start in 2027 (Requires Approval by Parks Commission and Town Board)
    - Discussed the following fee structure.
      - Lower Pavilion

- During Ball Season
  - Resident - \$50.00
  - Non-Resident - \$100.00
- After Ball Season
  - Resident - \$100.00
  - Non-Resident - \$150.00
- Upper Pavilion
  - Resident - \$50.00
  - Non-Resident -- \$100.00
- e. Review/Discuss/Act on Town Summer Newsletter Park Information
  - Reviewed newsletter park information draft and discussed changes.
- 8. **Set Potential Agenda Items for Next Meeting**
  - Park Donations, Park Rentals, Park Maintenance, Adding Frisbee Disc Golf Course to Wheaton Park, Park Rental Fee Structure and Fees to Start in 2027, and Park Down/Dead Tree Maintenance.
- 9. **Adjournment** - Jenny moved to adjourn the meeting; Seconded by Ken. Motion passed.  
Meeting adjourned at 9:10 pm.

Respectfully Submitted,

Jan Dole, Secretary/Treasurer