

Town of Wheaton Parks Commission Meeting Minutes

Tuesday, May 26, 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 p.m. with the Pledge of Allegiance and a moment of silence.
3. **Roll Call:** Ken Books, Jan Dole, Jenny Schutte
4. **Consent Agenda:** There was not a quorum present at the meeting; therefore, no action was taken on the consent agenda, April 28, 2026 meeting minutes, old business, and new business at this time. Next meeting date is June 23, 2026.
5. **Public Comments:** None

6. Old Business

- a. Review/Discuss/Act on Park Donations
 - No new park or brick donations. Ken worked with Wheaton Ball League to put out sample bricks and donation forms when concession stand was open.
- b. Review/Discuss/Act on Park Rentals
 - 2026: 17 lower pavilion, 7 upper pavilion, 1 special event, and 1 ball field only rental
 - 2027: 2 lower pavilion, 1 upper pavilion, 0 special event, and 0 ball field only rental
 - Ken has been sending the new rental survey to those whose rentals have been completed.
- c. Review/Discuss/Act on Park Maintenance
 - Reviewed the park maintenance list.
 - The Fire department staff has cut down several dead trees around the trails and moved them off to the side of the trail.
 - The pros and cons of the various ways to have dead trees removed were discussed given the number of dead and down trees and discussions with Fire Department staff. The discussion will be continued at a later date.
- d. Review/Discuss/Act on Adding Frisbee Disc Golf Course to Wheaton Park
 - No updates
- e. Review/Discuss on American Trails – Trails Capacity Grant Application #2 Update
 - Town board approved applying for the grant at the May 12, 2026 meeting.
 - Ken submitted the grant application by May 15, 2026 deadline.
 - Grant application results to be available by end of May 2026.
- f. Review/Discuss/Act on Park Rental Fee Structure and Fees to Start in 2027
 - No updates

7. New Business

- a. Review/Discuss/Act on Eagle Scout Project – Upper Concession Building Serving Areas and Sled Storage Improvements by Cade Larson
 - Cade Larson from Elk Mound BSA Troop 71 presented his project to the Parks Commission. He proposed upgrading the existing countertop serving areas with new countertops and adding storage below as well as creating a new island serving area with storage below in the upper concession building. He would also install a storage rack coming down from the ceiling for storing the sleds from the sledding hill during the off season. Countertops and shelving would be covered with laminate for easy cleanup and food serving. Due to no quorum being present at the meeting no action was taken on

this item; however, Parks Commission members present supported Cade's project and wanted the town board to know they supported the project moving forward since it would be a positive improvement to the upper concession building given other renovations that were done last year. Cade will present his project to the town board at the June 9, 2026 meeting.

8. Set Potential Agenda Items for Next Meeting

- Park Donations, Park Rentals, Park Maintenance, Park Dead and Down Trees, Adding Frisbee Disc Golf Course to Wheaton Park, American Trails – Trails Capacity Grant Application #2 Update, and Park Rental Fee Structure and Fees to Start in 2027

9. Adjournment - Meeting adjourned at 8:13 pm

Respectfully Submitted,

Jan Dole, Secretary/Treasurer