

MINUTES OF PARKS AND OPEN SPACE COMMITTEE MEETING
TOWN OF PERRY, DANE COUNTY, WISCONSIN
Tuesday, January 23, 2018
Perry Town Hall, 10084 CTH A

1. The meeting was called to order by Chairperson, Doug King at 5:47 p.m. Present were Committee Members Kay Watson, Gerhard Leutschwager, Jeff Kahl and Michele Kittleson. Also present were Town Supervisor, Mick Klein-Kennedy, and residents Linda Blushke and Margaret Berg.
2. Doug announced that the 911 sign and boundary markers have been ordered.
3. There were no comments by town residents on non-agenda Items.
4. The minutes of the December 7, 2017 were corrected as follows: item 2, boundary markers were changed to identification markers and Michele Kittleson's name was added after respectfully submitted. Doug moved to approve the corrected minutes. Jeff seconded and the motion carried.
5. Review 2017 Committee Accomplishments:
 - a. Historic District Park entrance sign designed, approved, certificate granted, built and installed.
 - b. Town of Perry's name added to park entrance sign designed, approved, certificate granted, added.
 - c. Fire number and street address obtained and posted at Historic District Park.
 - d. Leopold benches (three) approved, certificate granted, ordered, materials delivered.
 - e. Picnic table designed, approved, certificate granted, ordered, materials delivered.
 - f. Flat feature marker system approved, certificate granted.
 - g. Wisconsin historical marker approved, certificate granted, application completed.
 - h. Informational marker(west) approved, certificate granted, ordered, installed.
 - i. Second informational marker approved, certificate granted, ordered, delivered.
 - j. Park hours and call 911 sign recommended by Dane Co. Sheriff designed, approved.
 - k. Madison Magazine names Historic District Park as best place for sunset in Dane County.
 - l. Mailing address for donations in the Historic District Park changed to Support Fund Treasurer (CPA).
 - m. Memorial Circle materials, specifications approved, certificate granted, cost estimate completed.
 - n. Norwegian Sun Wheel symbol for Memorial Circle designed, approved.
 - o. Brochure holders for informational markers approved, ordered, delivered, installed.
 - p. Daleville Park entrance sign designed, approved, ordered, delivered.
 - q. Pedestrian crossing signs legal opinion and county review completed, crossing signs not needed.
 - r. Hiking trail markers in lieu of pedestrian crossing signs designed, approved, ordered, delivered.
 - s. Park boundary signs designed, approved, ordered, delivered.
 - t. Norwegian Sun Wheel symbol and definition approved for Park Informational Markers.
 - u. Historic District Park brochure designed, approved, printed, distributed.
 - v. Park rules for Historic and Daleyville parks designed, approved.
 - w. Friends & PayPal QRC Codes created for electronic donations on brochure and informational markers.
 - x. Trees marked by Committee removed by Town Supervisors and Patrolman for free firewood
 - y. Historic District Park promoted on Trip Advisor.
 - z. Historic District Park brochure distributed by restaurants, hotels, Sons of Norway & museums.
 - aa. Historic District Park included in Mount Horeb Chamber of Commerce Trollway Visitor Guide.
 - bb. Historic District Park website created and published.
 - cc. Historic District Park included on Dane County's digital map.

- dd. Historic District Park included in Dane County Parks Plan & Visitor Brochure (pending).
- ee. Dane County considering future administration, maintenance and ownership of Historic Park.
- ff. Tree trimming assistance offered to Hauge Log Church Preservation Association.
- gg. Graveling of Historic District Park parking lot considered by Town Board for 2018.
- hh. Parks and Open Space Committee budget and general parks maintenance 2018 budgets approved.

Gerhard moved and Doug seconded to approve the review of the 2017 POSC accomplishments. The motion carried.

6. Doug moved to accept the status of the following Committee initiatives to be submitted to the Town Board including but not limited to:

Picnic Table; Leopold Benches; Memorial Circle; Engraving Of Center Stone; Flat Feature Markers; Historic District and Daleyville Parks Entrance Signs; Entrance Sign Landscaping; Historical Marker; Park Identification Markers; Park Boundary Markers; SE Park Observation Point Informational Marker With Brochure Holder and Sighting Compass; Recommendations From Dane Co. Sheriff On Reporting Procedures and Signs; Park Hours & Call 911 Sign; Legal Opinion On Pedestrian Crossing Signs Liability; Dane County Highway Commissioner Opinion on Pedestrian Crossing Signs; Hiking Path Signs; Revisions to Historic District Park Brochure; Historic District Park Web Site; Alliant Energy Inc. Community Grants Application; DNR Knowles-Nelson Stewardship Grant Application; Marketing of Historic District Park; Graveling of Historic District Park Parking Area; Future Administration, Maintenance And Ownership Of Hauge Historic District Park; Carryover Expenditures From 2017 Budget Into 2018; 2018 Parks Budget And Proposals.

Jeff seconded and the motion carried.

7. Memorial Circle

- a. Doug moved the following:

Whereas the concept, location, materials and specifications for the construction of a Hauge Historic District Park Memorial Circle have been approved by the Town of Perry Board of Supervisors; and,

whereas, the concept, location, materials and specifications for the construction of a Hauge Historic District Park Memorial Circle have been granted a Certificate of Appropriateness by the Town of Perry Historic Preservation Commission; therefore, the Perry Parks and Open Space Committee hereby requests the Town of Perry Board of Supervisors to approve this Hauge Historic District Park Memorial Circle Plan, which is hereby incorporated by reference into this motion as follows:

- b. Doug interrupted his reading of the motion and moved to table the motion for the purpose of allowing committee members to amend the motion as it was being read. Gerhard seconded.

Motion carried.

- c. Gerhard moved and Jeff seconded to allow amending the motion as it was being read. Carried.

- d. Doug moved to put the motion back on the table. Gerhard seconded and the motion carried.

Doug then resumed his reading of the motion and amendments were made to the motion as it was being read, with the remainder of the motion read and amended as follows:

GOAL : Construct a Memorial Circle of inscribed pavers - Charitable contributions received by the Town of Perry as part of fundraising associated with the Memorial Circle will be used in their entirety to help retire the debt incurred by the Town to create the Historic District Park that surrounds and protects the Historic Site.

SCALE AND LOCATION: The Memorial Circle will be up to 30 feet in diameter and located in the Northwest corner of the Hauge Historic District Park at the site previously approved by the Town of Perry Board of Supervisors and the Perry Historic Preservation Commission.

The size of the circle will be reduced if necessary to reflect the response to the project.

MATERIALS: The Memorial Circle will be constructed using: (1) natural Wisconsin stone sourced in Wisconsin to honor local business; (2) a range of varying shades in a Dove Grey color to blend into the landscape and not look massive; (3) a sandblasted surface to enhance engraving and reduce ice etching; (4) a paver thickness of 1.5 to 2 inches to make removal more

difficult; (5) various sizes of 6x6, 6x12, 12x12, 12x18, and 18x18 with a mix of snap edges; (6) a center stone of 24x24 surrounded by pavers.

ENGRAVING DETAILS:

e. Gerhard moved to approve the following language for engraving the pavers: “Messages engraved on the pavers will be limited to recognizing a loved one, an organization or event, or to share a message to honor individuals, families and veterans who worked to build, care for and preserve the Hauge Log Church Historic Site; who supported the Town of Perry’s effort to create a Hauge Log Church Historic District Park to protect the Historic Site; who helped create and care for the Hauge Historic District Park; and others who have given service to the Town of Perry.” Jeff seconded and the motion carried.

Engraving Center Stone: The Memorial Circle center stone will be engraved with a historic Norwegian Sun Wheel Symbol, previously approved by the Town Board. The symbol means: *“Bringing light and warmth into human lives for good forces, good fortune, safety and creation of new life in fields, flocks and family.”*

COST of CONSTRUCTION: The cost to construct the Memorial Circle will be \$8,365 [based upon price quotes from Mick Klein Kennedy (see below)], not including engraving using time and equipment donated by the Friends of the Parks of Perry and Town of Perry residents. A 30’ diameter circle will yield 700 sq.ft. less 80 sq. ft. waste = 620 sq. ft.

COST to PURCHASE PAVERS:

- 6x6 – up to 3 lines with 12 char. per line @ \$20.
- 6x12 – up to 4 lines with 12-18 char. per line @ \$40.
- 12x12 – up to 9 lines with 12-18 char. per line @ \$77.
- 12x18, 18x18 and 24x24 Center Stone – TBD

Recommended Price Points for Paver Donations:

Assume 30’ diameter circle, net 600 sq.ft. of pavers. Assume a 3:1 ratio of paver sizes. See illustration of layout below.

Charging \$250/sq.ft. for 600 sq.ft. of pavers = fundraising amount of \$150,000 less paver cost of \$8,365 = \$141,635 [less engraving].

198-6x6 pavers @ \$62.50 = \$12,375.

198-6x12 pavers @ \$125 = \$24,750

204-12x12 pavers @ \$250 = \$51,000

66-12x18 pavers @ \$375 = \$24,750

66-18x18 pavers @ \$562 = \$37,125

Charging \$300/sq.ft. for 600 sq.ft. of pavers = fundraising amount of \$180,000 less paver cost of \$8,365 = \$171,635 [less engraving].

198-6x6 pavers @ \$75 = \$14,850

198-6x12 pavers @ \$150 = \$29,700

204-12x12 pavers @ \$300 = \$61,200

66-12x18 pavers @ \$450 = \$29,700

66-18x18 pavers @ \$675 = \$44,550

ORDER SYSTEM FOR PAVERS:

An order system for pavers will be established by the Perry Fundraising Coordinating Committee working in conjunction with the Friends of the Parks of Perry. The order system will be customized for the Town of Perry based upon the order systems already used in other paver fundraising projects, for example, the Town of Verona. See illustration below.

A 30-ft. diameter Memorial Circle with 600 sq.ft. of finished paver area will provide potential [not final] donation opportunities for 732 pavers:

- 198-6x6 pavers
- 198-6x12 pavers
- 204-12x12 pavers
- 66-12x18 pavers
- 66-18x18 pavers

TOTAL 732 pavers

The final number of donation opportunities will depend upon how many pavers are already accounted for to recognize donors who have already contributed to the Town of Perry's fundraising effort: Final paver donation opportunities = 732 minus number of previous donors. This final number will be determined by the Perry Fundraising Coordinating Committee based upon the Committee's donation count and submitted for approval to the Town Board.

Schedule For Construction and Fundraising:

Spring 2018 – order pavers.

Summer-Fall 2018 – construct Memorial Circle.

Winter-Spring 2018 – begin distributing solicitations.

2019 – continue solicitations and complete final installation of pavers purchased in 2019

- f. Doug moved to approve the motion as amended. Kay seconded and the motion carried.
8. Gerhard moved to table Landscaping of Historic District Park Entrance Sign. Doug seconded. Carried.
9. Gerhard moved to table discussion on the Flat Feature Markers: Locations, Purposes, Texts, Cost, and Recommendations until spring so Committee Members can walk through for ideas. Jeff seconded and motion carried
10. Under Other Business Properly Presented By Committee Members: Doug asked if there might be interest in setting up a list of things volunteers could help with in the parks. Mick said the Friends Group could help with that. Gerhard asked if an informal discussion could be set up between the POSC and the Fund-raising Committee. Mick said the Memorial Circle Plan approved at this meeting would be shared with the Fundraising Coordinating Committee. Kay inquired about the Alliant Energy grant. Mick said that he had received information on the Community Grant which should be submitted by February 28, 2018. In response to a statement from Linda Blushke, Doug said he was looking for opportunities to use features for fundraising, but agreed only if the markers were needed for an appropriate purpose. Kay said flat feature markers should include information for visitors that would help them learn more about the surroundings and history of the park.
11. The Committee decided to schedule the next meeting and backup date via email.
12. Doug moved to adjourn. Meeting adjourned at 7:37 pm.

Respectfully submitted,
Michele Kittleson