

Minutes from the Parks and Open Space Committee Meeting  
October 2, 2017  
Town Hall

1. The meeting was called to order by Chairman, Doug King at 7:02 p.m.  
Present were Kay Watson, Gerhard Leutschwager, and Michele Kittleson. Also present were Linda Blushke and Rod Heldt.
2. Announcements: Doug informed the committee that he had sent an email to Town Chairman, Roger Kittleson, that personal challenges may limit his ability to do public speaking or coherently chair meetings in the future so he may have to resign from the Committee sometime in 2018.  
He also handed out the Mount Horeb brochure which has the Hauge Historic Park listed as one of the area attractions.
3. Comments from Town Residents on non-agenda items – none.
4. Doug moved to approve the minutes of the 4/20, 7/12 and 7/25 meetings. Gerhard seconded. Carried. Michele will send to Stephanie to post to the Town webpage.
5. Gerhard moved to approve the following status report and Kay seconded. Carried. Report is as follows:  
Discussed the Certificates of Appropriateness that were approved by the Historic Commission:
  - Addition of “Town of Perry” to the Park Entrance Sign.
  - Installation of the Memorial Circle within the Hauge Park with the following language: *“Pavers and markers will be no larger than 18 inches by 18 inches and 4 inches in depth, pavers are limited to a name, flat markers to important information on pertinent objects and features in park, all to be installed at grade level.”* This will be referred to the Fundraising Committee
6. Doug moved that the Town of Perry Parks and Open Space Committee hereby requests the Town Board to (1) authorize the expenditure of \$100 (6 – 2x12 @ \$15 each + \$10 fasteners for the purchase of the necessary lumber and fasteners to construct Leopold benches for the Historic District Park; (2) request the Friends of the Parks of Perry to donate the pressure treated wood and hardware needed using donated funds, assemble the benches using the same pattern as the Friends used before to install benches elsewhere in the Historic District Park in 2006 and install the new benches in the park. If donations from the Friends are insufficient to make the purchase, the Committee requests the Town Board to authorize the expenditure from the Committee’s budget line of \$1,000. Gerhard seconded and the motion carried.
7. Doug moved and Kay 2<sup>nd</sup> that the Town of Perry Parks and Open Space Committee hereby requests the Town Board to (1) approve the expenditure of \$229 for the purchase of a pressure treated picnic table from Uline Corporation plus shipping at \$54.95 for a grand total of \$283.95; and (2) request the Friends of the Parks of Perry to donate funds to the purchase and to assemble and install the table in the Historic District Park. If donations from the Friends are insufficient to make the purchase, the Committee requests the Town Board to authorize the expenditure from the Committee’s budget line of \$1,000. Discussion: Gerhard said that he would be willing to travel to Pleasant Prairie to pick up that table which would save the cost of shipping. Doug amended his motion to remove the cost of shipping. Kay 2<sup>nd</sup> and the motion carried.
8. Doug moved that the Town of Perry Parks and Open Space Committee hereby agrees to develop an initial list of flat markers, the engraved text, and their locations for approval of the Town Board and referral by the Board to the Perry Fundraising Coordinating Committee. Gerhard seconded and the motion carried.

9. Doug moved and Michele seconded that the Perry Parks and Open Space Committee hereby requests the Town Board to approve revising the text on the Historical Marker as recommended by the Perry Historic Preservation Commission to correct “world-wide” to properly read “worldwide.” Carried.
10. Doug moved the Town of Perry Parks and Open Space Committee hereby requests the Town Board to (1) approve the expenditure of \$206.50 plus \$28.00 shipping total \$234.50 for the acquisition of a second Informational Marker in the NE corner of the Historic District Park as approved for a Certificate of Appropriateness by the Perry Historic Preservation Commission; (2) request financial assistance from the Friends of the Parks of Perry to make the purchase and install the marker in the Historic District Park. If donations from the Friends are insufficient to make the purchase, the Committee requests the Town Board to authorize the expenditure from the Committee’s budget line of \$1,000. The Committee also requests the Town Board to request assistance from the Friends of the Parks of Perry in identifying and properly placing features on the sighting compass including calculating the angles and distances to the features that will be displayed on the Informational Marker. Gerhard seconded and the motion carried.
11. As the Historic Commission denied the Certificate for identification markers, discussed options of whether the committee should do one of the following: request the Town Board to request the Historic Preservation Commission’s reason for denial of a Certificate of Appropriateness for Park Identification Markers, after which the Committee would then make a decision regarding whether or not to: (1) re-apply to the Commission with an amended application addressing the Commission’s concern; (2) appeal the Commission’s denial of Park Identification Markers to the Town Board; (3) request an opinion from the Commission regarding the appropriateness of the installation of signage and a tree line creating a visual impediment above the floor level of the church building prohibited by the Historic Preservation Ordinance without requesting Certificates of Appropriateness from the Commission; (4) do one, two or more of the preceding; or (5) do nothing. The committee considers this request as satisfying the 30-day notice to the Town Board of a possible appeal of the Commission’s decision were discussed. Doug moved and Gerhard seconded that we do nothing. Carried.
12. Doug moved to request an opinion from the Historic Commission on the new Hauge Church sign. Kay seconded and motion carried.
13. Doug moved that the Town of Perry P & OSC hereby requests the Town Board to (1) request the Friends of Perry Parks to donate a Daleyville Park sign using the same materials as the sign for the Hauge Park sign 2) request financials assistance from the Friends to purchase the sign and 3) request assistance from the Friends to install the sign...etc. Seconded by Kay. Discussion. Doug withdrew his motion. Doug then moved to request the Town Board to authorize the expenditure of \$60.48 for the acquisition of the sign as previously approved by the Town Board; (2) request financial assistance from the Friends of the Parks of Perry to purchase the sign; and (3) request the Friends to assist in installing the sign. If donations from the Friends are insufficient to make the purchase, the Committee requests the Town Board to authorize the expenditure from the Committee’s budget line of \$1,000. Gerhard seconded and the motion carried.
14. Doug moved that whereas the Town of Perry Parks and Open Space Committee has reviewed a legal opinion from Attorneys Jason Anderson and Mark Rooney dated 7/27/17 regarding whether there is any liability to the Town of Perry associated with hiking path and pedestrian crossing signs; and, whereas the opinion states the Town can install the signs without liability to the Town as long as once the signs are installed the following conditions are met: (1) there is a record kept of the decision-making process leading to the installation of the signs, the signs actually installed (dimensions & location), the monitoring of the safety of the crossing, the condition of the signs and the proper maintenance of the signs; and (2) the matter has been discussed with the

Town's insurer; therefore, the Committee hereby requests the Town Board to (1) authorize the expenditure of \$117.50 for the acquisition of the signs; (2) discuss the matter with the Town's insurer; (3) keep a record of the decision leading up to installation, the signs actually installed, and the monitoring of the safety of the crossing, the condition of the signs and the proper maintenance of the signs; (4) request the Friends of the Parks of Perry to provide financial assistance in purchasing and installing the signs. If donations from the Friends are insufficient to make the purchase, the Committee requests the Town Board to authorize the expenditure from the Committee's budget line of \$1,000. Michele seconded. Motion carried.

15. Doug moved that the Parks and Open Space Committee hereby requests the Town Board to arrange for a test engraving of the Memorial Circle center stone symbol and, if that is not possible due to the detail of the symbol, then to arrange for a test engraving of another paver with content to be determined at a later date by the Committee. Gerhard seconded. Discussion is other stone could be used. Commission approved the WI stone. Motion carried.

#### Information shared:

- that the Hauge Historic District Park brochure is published and currently in distribution at various venues by various partner organizations and businesses including the Mount Horeb Area Chamber of Commerce; the Mount Horeb Driftless Historium; the Livsreise Norwegian Heritage Center in Stoughton Wisconsin; the Vesterheim National Norwegian-American Museum and Heritage Center in Decorah Iowa; and various participating hotels, restaurants, tourism venues and Sons of Norway Lodges in Wisconsin, the United States, Canada and Norway.

- New Park rules are:

##### **Daleyville Park Rules**

Park Hours - Sunrise to sunset.

Motorized Vehicles – Only on roads. Speed limit 15 MPH. Drones prohibited.

Non-Motorized Vehicles – Off road riding prohibited.

Camping, Loitering, Overnight Parking – Prohibited.

Fires prohibited except in designated areas. Fireworks - Prohibited.

Unnecessary Noise – Quiet Please. No disturbance to visitors or neighbors.

Littering – Prohibited.

Pets and Pet Waste – On leash and picked up.

Horses – Prohibited.

Park Property – No moving, damage, disturbance or removal of furnishings, land, plants, animals, insects.

Firearms, Bows, Arrows, Stones, Throwing Missiles – Prohibited.

Hunting and Trapping – Prohibited.

Golf, Hardball – Prohibited.

Comprehensive Park Rules – See [www.perry-wi.gov](http://www.perry-wi.gov). Town's Responsibility – Town not responsible for damage to persons or private property while in park.

##### **Historic District Park Rules**

Park Hours - Sunrise to sunset.

Motorized Vehicles – Only on roads. No more than 15 MPH. Drones prohibited.

Non-Motorized Vehicles – Riding on trails prohibited.

Camping, Loitering, Overnight Parking – Prohibited.

Fires, Fireworks, Smoking – Prohibited.

Unnecessary Noise – Quiet Please. No disturbance to visitors or neighbors.

Glass Containers – Prohibited.

Intoxicants – Prohibited.

Littering – Prohibited.

Pets and Pet Waste – On leash and picked up.

Horses – Prohibited.

Park Property – No moving, damage, disturbance or removal of furnishings, lands, plants, animals, insects.

Firearms, Bows, Arrows, Stones, Throwing Missiles – Prohibited.

Hunting and Trapping – Prohibited.

Golf, Hardball – Prohibited.

Comprehensive Park Rules – See [www.perry-wi.gov](http://www.perry-wi.gov).

Town's Responsibility – Town not responsible for damage to persons or private property while in park.

- Friends & PayPal Quick Response (QR) Codes for Informational Marker and brochure. Status: QR codes are finished and operational. Donations can be received using PayPal from (1) the Friends of the Parks of Perry web page; (2) the QR scan code on the Historic District Park brochure using a smart phone. Pending: QR codes have not been included as of yet on the Informational Markers, but will be when updated.
- Changes to Park informational Marker (approved by Town Board) status: (1) Informational has been reoriented; (2) park plan needs to be redrawn; (3) "you are here" needs to be added; "established 2001" needs to be added; (4) links and QR codes for Friends of Parks of Perry and Pay Pal need to be added; all when information on marker is updated and re-printed
- Town Board approved use of Town labor, equipment, and volunteers to construct the Memorial Circle.
- Approved by Town Board: Removal of trees marked by the Committee as part of the plan of cutting, removal and planting recommendations for the Savanna Oak Opening element on page 2 of the revised Town of Perry Application for a Certificate of Appropriateness, submitted April 14, 2016 and resubmitted and approved by the Historic Preservation Commission June 9, 2016, using assistance from the Friends of the Parks of Perry and volunteer Town residents.
- Status: Trees were removed by the Town Supervisors and Town Patrolman themselves, and made available to Town residents for free firewood.

Whereas the Perry Parks and Open Space Committee requested the cutting and removal of trees marked by the Committee as part of the plan of cutting, removal and planting recommendations for the Savanna Oak Opening element of the [approved] revised Town of Perry Park Plan Application for a Certificate of Appropriateness; and,

whereas the Committee recommended requesting the assistance of members of the Friends of the Parks of Perry and volunteer Town residents to undertake the clearing; and,

whereas the Town Supervisors and Town Patrolman completed the removal themselves without assistance and offered the downed trees to Town residents as free firewood;

therefore, be it hereby resolved that the Perry Parks and Open Space Committee expresses its appreciation to the Town Supervisors and Patrolman for their time and effort to promptly and effectively complete the clearing of the Savanna Oak Opening.

16. Doug moved to send a thank you to the Board. Michele seconded and motion carried.

17. Doug moved that the members of the Parks and Open Space Committee hereby agree to post one review from each member on Trip Advisor in the next 30 calendar days unless already posted by a member. Kay seconded and motion carried.

18. Doug moved that the Town of Perry Parks and Open Space Committee hereby requests the Town Board to upload the Historic District Park Brochure to the Town of Perry's official web page. Kay seconded. Carried.

19. The Town Board approved the Fund-raising committee to use Hauge Park features (benches, pavers, trails, sights, trees, etc.) as fund-raising opportunities. Waiting for fundraising activities by the Committee to determine if such features will be used in fundraising.

Approved by Town Board:

- Inclusion of Hauge Historic District Park on Dane County's digital map has been completed.
- Inclusion of Hauge Historic District Park on Dane County's Parks and Open Space Plan map. Status application completed and submitted and is being considered for 2018.
- Inclusion of Hauge Historic District Park on Dane County Parks Brochure. Status application completed and submitted and is being considered for 2018.

- Offer of assistance from the Friends of the Parks of Perry to the Hauge Log Church Preservation Association for free tree trimming and brush cutting services at the appropriate times, based upon the species of trees, for two purposes: (1) maintaining the unobstructed view of Blue Mounds from the church building as required by the Town of Perry Historic District Preservation Plan and the Town of Perry Historic Preservation Ordinance, and (2) improving the views and vistas for visitors along the joint fence line between the Historic District Park and the Historic Site.
20. Doug moved and Gerhard seconded that the Town of Perry Parks and Open Space Committee convey to the Friends of Parks of Perry that this offer needs to be given to the Hauge Preservation Association. Discussion from Rod Heldt that they had not received this offer. Motion carried.
  21. Doug moved that the Town of Perry Parks and Open Space Committee hereby requests the Friends of the Parks of Perry to assist the Committee and the Town Board in making application for a 2018 DNR Knowles-Nelson Stewardship Fund grant when 2018 grant applications are announced. Gerhard seconded and carried.
  22. Doug moved that the Town of Perry Parks and Open Space Committee hereby requests the Friends of the Parks of Perry to assist the Committee and the Town Board in making application for a 2018 Alliant Energy Inc. Community Grant when grant applications are announced. Gerhard seconded and motion carried.
  23. Doug moved to request the Town Board to authorize the Committee to carry forward into 2018, the balance remaining in the Committee's budget line on December 31, 2017. Gerhard seconded and motion carried.
  24. Since the expenditures proposed by the POSC in 2018 will depend on financial assistance from the Friends in 2017 and expenditures invoiced and paid in 2017 from the budget line item and the Board's decision on whether the POSC can carry over the 12/31/17 balance into 2018, Doug moved that the POSC request of the Town Board a \$1,000.00 budget line in the 2018 budget for previously mentioned expenditures and these potential expenditures: Memorial Circle pavers TBD; park feature pavers \$200; park demarcation markers \$75; park identification markers \$150; cost-share of Wisconsin Historical Marker \$500; sunset to sunrise sign; Call 911 sign \$50. [TOTAL: \$1807.00]. Gerhard seconded and the motion carried.
  25. Doug moved POSC hereby requests the Town Board to authorize the addition of "Madison Magazine's Best Place To Watch A Sunset in Suburban Dane County" to the Historic District Park brochure. Kay seconded and the motion carried.
  26. Doug moved The Town of Perry Parks and Open Space Committee hereby requests the Town Board to authorize the addition of asterisks on the Historic District Park Brochure Park Map to indicate features approved for but not yet completed in the Historic District Park. Gerhard 2<sup>nd</sup>. After some discussion, Doug rescinded his motion and reworded to say that we table this until after we see progress on previous motion. Kay seconded and carried.
  27. Doug moved the Town of Perry Parks and Open Space Committee hereby requests the Town Board to (1) authorize the expenditure of \$50.20 to acquire an "Open Sunrise to Sunset & See Something Say Something Call 911" sign; (2) request the Friends of the Parks of Perry to provide financial assistance to purchase the sign and install the sign at the entrance to the Historic District Park. If donations from the Friends are insufficient to make the purchase, the Committee requests the Town Board to authorize the expenditure from the Committee's budget line of \$1,000. Kay seconded. Discussion was that it should have letters that are reflective to car lights. Motion carried.

28. Doug moved the Parks and Open Space Committee hereby requests the Town Board to authorize changing the mailing address for donations on the Town's Historic District Park brochure from: Friends of the Parks of Perry, 1004 State Road 78, to: Friends of the Parks of Perry, Historic District Park Support Fund c/o Larry Price, Treasurer, 1004 State Road 78. Michele seconded. Carried
29. Doug moved and Kay seconded the POSC hereby agrees to examine the Historic District Park for any potential additional locations for park demarcation signs and then recommend placement of any additional signs that the Committee may agree are warranted. Discussion: Kay suggested that the markers should be remade with additional verbiage. Doug amended his motion to say additional signs be in a more prominent color. Kay seconded the amended motion. Carried.
30. Doug moved and Gerhard seconded to table the motion to request the Town Board gravel the parking are at the Hauge Historic District Park. Motion carried.
31. Doug moved to ask the Town Board for a status report on
- a) grading the old field road, old building site and removal of culvert;
  - b) grading the tree line west of Historic Site including tree removal;
  - c) grading the old cattle trail by parking area;
  - d) grading the northeast fence area
- Gerhard seconded and the motion carried.

Seeing no further motions or discussion, Gerhard moved to adjourn. Doug seconded. Meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Michele Kittleson