



December Regular Board Meeting Minutes

December 4, 2025

Members

- **Present:** Jill Newby, Reba Casler, Rick Homkes, Janna Hyman, Cheri Helmberger, Pat Reel-Town Council Liaison
- **Absent:** Erica Parvin, Jeremy Burns
- **Guests:**
- **Meeting Started:** 6:00 p.m.

Topics

- **Minutes:** Rick made a motion to accept the minutes as read, Reba seconded. The motion carried 4-0 in favor.
- **Treasurer's Report:** Rick reviewed accounts of interest to the Park and Tree Board. Accounts reviewed were 2204, 2300, 2503, 2025. Rick remarked on how donations are still coming in for the Community Center Park Playground project.

Old Business

Community Center Park Playground:

- **Playground, Shelter, Bathroom** - DNR wants more information. We are referring to the Town's Civil Engineer, Dave Keiser who will supply DNR with needed documents.
- **Playground Layouts, Lights/Camera Poles** - Sinclair Playground representative Marcia Derbyshire's plans were taken to the Town Council who approved them and the budget. Three light poles were added to the playground layout.
- **Eagle Scout Project** - Rick presented Jill with project ideas. Jill will reach out to the Eagle Scout.

Town Park:

- **Bicycle Rack** - Nothing new.
- **Ferguson's Pipe Donation** - Pipe will not be used in the CCP project.

Other Old Business

New Business

- **Community Center Playground Signage** - Jill described the sign. **Side one**, being welcome wordage and donors. **Side two**, will post children's names who have donated to the project.
 - Motion made by Rick to have donors and welcome on side one, and children's name on side two, Seconded by Cheri. Motion carries 4-0 in favor.
 - Rick made a motion to have donation begin with no less than \$1,000.00 increments. Janna seconded. Motion carries with 4-0 vote in favor.
- **Signage Funds** will come from Park and Trials year 2025 funds, as this signage cannot be included in the DNR grant.
 - Janna made a motion to purchase the sign and requested to ask the Town Council to approve this signage for the Community Center Park. Sign will be purchased from Sinclair Recreation and not to exceed \$9,900.00. Reba seconded, motion carried with a vote of 4-0 in favor.

2026 Park Board Members and Officers - All in attendance agreed to continue as 2026 RP&TB members, Office holders will continue as Jill Newby (Chair), Reba Casler (Vice Chair), Rick Homkes (Treasurer), and Janna Hyman (Secretary). Reba made a motion that officers and members will remain in 2026. Cheri seconded, motion carried 4-0 in favor.

Meeting Adjourned 6:30 pm

Motion made by Reba, seconded by Cheri.