

**Friends of Whitefish Dunes, Inc.**  
**3275 Clark Lake Rd., Sturgeon Bay, WI 54235**

**Minutes of Friends Board Meeting August 18, 2021**

**Present:** John Swanson, Susan Cubar, Julia Stoneman, Liz Story, Dick Weidman, Rich Dirks, Jim Perry, Doug Otopalik, Sarah Stepanik, and Erin Brown Stender. Guest: John Craig (volunteer)

**Absent:** Don Gustafson, Adele Douglass, Lynn Zawojski

**Call to Order:** Meeting was called to order by President John Swanson at 4:00

**Agenda:** Motion to approve agenda: Dick; second. Susan. All in favor.

**Minutes of 7/21/21:** Minutes waiting for approval at next meeting (September 15).

**Treasurer's Report (Julia):**

- Total income: \$6,371.03
- Total expenses: \$1,829.27
- Active Grants: Knowles-Nelson grant for Brachiopod Trail enhancements.
- Estimated cost for Max Martin kiosk is \$3,500; Dick will apply for Raibrook grant to cover part of the cost
- Corrections to be made. Julia will send an updated report. Motion to approve treasurer's report as amended: Doug; 2nd Dick. All in favor.

**Park Report (Sarah):**

- July saw 56,291 visitors, which was slightly less than July of 2020 (61,530). Attendance above average though. Attendance in 2019 was 40,652. Although we were slightly down in numbers, attendance is about 16,000 above normal.
- COVID update: Staff and volunteers now need to wear masks when inside state buildings, unless working alone.
- In person meetings allowed and can be indoors. DNR staff would need to mask.

Project List:

- Water heaters were supposed to be installed in early August, but due to unforeseen circumstances the job was unable to be completed. Waiting for new quote from different contractor. Hoping these will be installed in September.
- 1st Beach access: Amy Moore has moved to bidding phase. Cost projected to be above \$5,000, so need 3 competitive bids before contracting. Bids are due by 9/1/21. Amy hoping things will be ready to go by late October or early November, and completed by end of November. Current plan is for stabilization, so will keep access closed this winter. Will reevaluate after winter to see how things are holding.
- Old Baldy Trees: Curtis will be coming in in September to cut down the trees blocking view of Clark Lake from the observation point.
- Fire Pit: Fire pit now has a lockable lid installed and is ready to go.
- Speed bump: Put in request for a speed bump to be installed at intersection of Red Trail to help curb speed of traffic and electric bikes. This would be made out of rubber and would be removable for winter months. Will arrive and be installed in late August.
- South Cave Point Turnaround: After the Whitefish Bay Association asked about having the turnaround repaired, Sarah checked with the Town of Sevastopol which confirmed that it is Park property and therefore the Park is responsible for repairs. WBA originally made mention of possibly helping fund this. Lily Bay quoted about \$3,000 to repair, and WBA did not want to put that much toward the project. Sarah contacted Bissen Asphalt to get an estimate for paving. Waiting to hear from them before checking back with WBA to discuss options. Repair timeline will take longer if not funded.

### **Trail Ambassador Program (Doug):**

- Ambassadors could be present at Candlelight Event
- Contacted Clark Lake Association and they are willing to post information on their website
- Would also like to contact WBA to see if they they would also be interested in posting information
- Ambassadors have been submitting hours

### **Candlelight Event:**

- Event has been advertised through posters, signs, different publications, website, and radio
- Volunteers needed, but often people “just show up”, so we are probably okay. Some preparation has already been taken care of. Will need some help with set up and clean up, and fire pit
- Some of the park staff will be assisting at Contact Station and helping with traffic
- Astronomy group will set up in back parking lot
- Ambassadors can help direct people and be on the trail during the event
- High visibility vests need to be worn by anyone working in parking lots

### **Project List (Active):**

- Brachiopod Trail Interpretive Signage: Meeting planned with Wendy Wagner 9/15. She will present some design ideas and give some initial costs.
- Brachiopod Handicapped Parking: Received quote of \$4,400 from Lily Bay for a 30'x30' lot to accommodate 2 handicapped stalls. Lily Bay thought those dimensions might be a little tight. As far as site preparation, Sarah thought that the small trees could be easily cleared by staff, as well as any surrounding weeds. Lily Bay would be grubbing the site, so Sarah will check with the archaeologist to make sure there are no artifacts or protected species in that area. A new driveway permit would be required. John will apply for Raibrook Grant. Spring of 2022 would probably be the earliest things would getting started.
- Dump Trailer (Dick): Hard to find a used dump trailer. Lakewood Trailer has a 7'x12' trailer for \$7,500-\$8,000. This trailer has two 6,000 lb axles and would be able to transport skid steer or snowmobile. However, Erin brought up that any trailer over 10,000 lbs would need an operator with special training and certification, as well as being required to log 300 miles per year. Question also raised about volunteers operating skid steer. That, too, would require training and certification, as well as 10 hours of operation/year. Curtis at Potawatami is a certified operator and trainer. Discussion followed about operation, ownership, and insurance of equipment. We will do more research and table discussion until the next meeting.
- Nature Center Map Kiosk: Max Martin to construct. Waiting for bid in order to move forward.
- EV Charging Station (Rich): We have talked previously about infrastructure money becoming available for EV stations. We need to urge DNR managers to look at this seriously and come up with policies and procedures, without which we can't move forward. Staying ahead of the curve remains important as there are many variables and costs to consider. Currently there is only one charging station within the DNR at a facility in Milwaukee. Sarah offered to check with Milwaukee facility to see what kind of EV charging station they had so we can assess. Going forward, Rich thought it would be beneficial for visitors to expect consistency in facilities across the state.
- Composite Picnic Table: Susan had seen these tables while on vacation and thought they could work in the Park as a replacement option for our current picnic tables. Discussed the pros and cons of this type of picnic table. Pros: attractive, comfortable, could accommodate wheel chair by removing a bench section. Cons: heavy, not heat resistant. Will put on back burner for now.

### **Park Manager Projects:**

- Cut down trees on Old Baldy to improve view (early Sept - Curtis)

- Dune Etiquette sign holders: 6 needed (\$216/ea) to replace sign holders that don't fit. Motion to approve up to \$1,460 for 6 sign holders Susan; second, Dick. All in favor.

- Trails Committee walked Yellow/Green Trail with Sarah in spring to see how it might be changed to allow snowshoers along with skiers this winter. The cedar fence needs to be replaced and Sarah suggested using posts with rope running between. 16 posts would be needed and would run about \$8 each. Also needed would be 400 ft of 1.5" rope (~\$400). Motion to approve \$600 for posts and rope: Rich; second, Dick. All in favor.

**Old Business:**

- Clothing Committee: Need to get order in soon. Susan suggested a clearance sale for items that have not been selling to clear out old inventory. She also suggested that we give the LTEs a shirt or hoodie each before they leave for the summer. Future orders will focus on items that are more reliable sellers.

**New Business:**

- New Bookstore Manager needed. John will order more folding pamphlets and put out the winter books that he has in stock. New bookstore manager can order books in spring.

- Selling of firewood: There is a firewood sale agreement that would need to be filled out. Going forward this could be part of our concession agreement, but at this time we would just do a stand alone firewood agreement. Requires that wood come from within the Park. Erin and Sarah will send out a template which would give a more detailed explanation of firewood sales.

- Table at Jacksonport Tuesday Market: This possibility was brought up as a way to inform people about Friends memberships and the Trail Ambassador Program. There was some concern about figuring out how to staff it and the amount time it would take. There were also questions about how often we might do this (every week? once a month?) and possible costs for a stall. We will come back to this discussion.

- Website update: Chuck can set up a website to send out newsletter, or Susan can continue to send to members. Susan has more questions about this and will discuss with Chuck.

- Annual Meeting: Scheduled for Sept. 18 at 10:30 a.m. John recommended postponing due to COVID. Suggestion was to make it part of our Christmas event/meeting on December 9. Motion to approve, John; second, Susan. All in favor.

- Fall Work Day: Sat 10/16/21, 9:00-noon. Lunch after. Will discuss details at September meeting.

Next meeting Wednesday, September 15, 2021 at 4:00 pm

**Adjournment:** Motion to adjourn, Rich; second, Jim. The meeting was adjourned by John Swanson at 5:29 pm.

Respectfully submitted,

Liz Story

Secretary