



PARK & RECREATION COMMISSION MEETING MINUTES

October 07, 2025 at 6:30 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

CALL TO ORDER AND ROLL CALL

PRESENT: President Brad Butler, Trustee Cynthia Niehaus, Trustee Julene Garner, Commissioner Melissa Hooks, Commissioner/Farmers' Market Representative Tara Meckley, Parks & Streets Superintendent Kevin Meckley, Marj Riniker-Administrative Services/Deputy Clerk

Not Present: Chair Michele Casper

1. Appoint temporary chair for this meeting

Motion by J Garner to appoint C Niehaus as temporary chair for this meeting only. Seconded by T Meckley. No discussion.

Motion passed.

Meeting called to order by Chair C Niehaus at 6:32 pm.

CONFIRMATION OF OPEN MEETING

Riniker confirmed this was a properly noticed meeting posted on October 6, 2025 at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

Motion by J Garner, seconded by M Hooks to approve the consent agenda as presented. Motion carried.

PUBLIC COMMENT

*Members of the public may address the Park and Recreation Commission during this time. Comments are limited to **three (3) minutes** per speaker. The Park and Recreation Commission will **not engage in discussion or take action** on items presented during public comment. However, issues raised may be referred as needed or scheduled for discussion at a future meeting.*

No public comment

CONSENT AGENDA

Motion by J Garner, seconded by M Hooks to approve the consent agenda as presented. Motion carried.

2. Minutes to be Adopted:

Park and Rec meeting September 4, 2025

Approved Park and Rec meeting minutes from September 3, 2025

3. Adoption of Agenda

OLD BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

4. Farmers' Market updates

T Meckley shared Farmers' Market will move out from under the Village umbrella at end of 2025 and will be under the Bona Dea umbrella in 2026 and forward.

Halloween market was very good. Planning to have holiday market in the gym on Dec 13, same day as Holiday Helper event.

5. UTV fundraiser recap

T Meckley shared the event went well.
\$516 was raised in donations.

Suggestions were offered as to how to spend the funds.

- Signage, more agility, dog memory board, seating.

6. Park grants update

Riniker shared that the Village was not awarded the LWCF DNR grant. There were many applicants and few awards.

Riniker also shared the Village has applied for a T-Mobile grant that includes updates to the dog park entrance and to the playground. Notices will be sent by end of Nov if we are awarded that.

7. Halloween Boo Bash updates

Official Village Trick-or-Treat hours 4-7

We will have candy to hand out at BooBash

C Niehaus and J Garner met to find games a few weeks ago - shown and approved by Chair Casper. Will look for more games for older kids

Need to get the contract for DJ signed.

M Hooks will face paint if any kids want that.

Discussed having haunted house/trail next year instead of boo bash

Concession stand has a lot of food left and will use for BooBash. Need chips (Costco) and big bags of candy, plates/napkins silverware, etc.

Decorating will commence Oct 26, with finishing touches Oct 30/31

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

8. Veteran's Memorial

Discussed installation of the 16 new bricks and hopes to have them in by Veterans Day. K Meckley and J Garner will arrange time/date.

Reached out to VFW, but they have no plans for anything for day at the memorial.

9. Next Meeting October 28, 2025

Chair Casper would like to move meeting to Oct 28 so all details for Boo Bash can be finalized. Will most likely have a meeting mid Nov along with the Dec 2 date to pre-plan for Holiday party. All parties agreed on the date.

ADJOURNMENT

Motion by J Garner seconded by T Meckley to adjourn at 7:33 pm. Motion carried. Meeting adjourned.

DRAFT MINUTES TO BE APPROVED AT THE NEXT PARK AND RECREATION COMMISSION MEETING.