

PEQUOT LAKES PARK COMMISSION
THURSDAY, March 10, 2016
CITY HALL

Members Present: Chair Ronning, Commissioners Adams, Ettesvold, and Nordby.

Members Absent: Commissioners Bruch, Caouette and Nagel.

Also Present: Mike Loven, Public Works Supervisor; Council Member Greg Karr,
and Dawn Bittner, Zoning Specialist

1. Call Meeting to Order

Chair Ronning called the meeting to order at 5:05 p.m.

2. Consider Agenda

Chair Ronning moved Agenda Item 8, Meeting Procedures, to Number 3.
Commissioner Adams added Mayo Lake Park as Number 9.

**COMMISSIONER ADAMS MOVED TO APPROVE THE AGENDA, AS AMENDED.
COMMISSIONER ETTESVOLD SECONDED THE MOTION. THE MOTION
CARRIED 4-0.**

3. Meeting Procedures

Chair Ronning explained the need to keep the Park Commission meetings moving. These meetings are paid hours for Staff, sometimes at over time. Chit chat among members needs to be reduced and speakers need to be recognized by the Chair. He would like to keep these meetings as informal as possible but the Park Commission should be a role model. The Park Commission needs to set the tone in a meeting that people are recognized to speak and be respectful so time is not wasted.

The meeting Agenda is sent out about a week before the meeting. It is important to have a quorum. Please respond to Dawn Bittner whether or not you plan to attend. Please respond as quickly as possible so the meeting can be cancelled if we do not have a quorum.

The motion and second to approve the Minutes should be made by members who attended that meeting.

After the meeting has been adjourned, please exit the building. Visiting can be done outside allowing employees to leave for the day.

Commissioner Adams asked the Chair to direct Dawn Bittner to send out a second notice if Commissioners do not respond.

4. Park Commission Minutes

COMMISSIONER NORDBY MOVED TO APPROVE THE DECEMBER 10, 2015, PARK COMMISSION MINUTES AS READ. COMMISSIONER RONNING SECONDED THE MOTION. MOTION CARRIED 4-0.

5. Sibley Lake Park Steps

Mike Loven explained Mark Jurchen has completed the grant application and it has been sent off. Chair Ronning stated Mr. Jurchen used the 2015 application form and Mr. Jurchen said the SWCD is okay with the 2015 application. The City will be notified mid to late April whether or not we receive the grant. The lake association needs wait until they receive the grant to begin work. The City can be a partner and the in-kind labor will be provided by the City.

Chair Ronning noted there is an extensive follow-up list and asked who monitors the check list. Commissioner Adams pointed out the grant is to the lake association.

6. Sibley Lake Park Improvements

Dawn Bittner explained there are two elements to this item. First, the Babinski Family has made a \$50,000 donation for the purchase of playground equipment for Sibley Lake Park. The City Council has accepted the donation and approved the playground equipment design contingent on the Park Commission's review of an overall site plan for Sibley Lake Park.

The pictures of the playground and the climbing dome are included in the packets. The site plan indicates two possible sites for the playground and one for the climbing dome. Staff has discovered the playground may be defined as a structure and would not meet the bluff setback, street setback and OHW setback. The Planning Commission will be determining next Thursday whether or not the City will need to apply for a Variance.

Mike Loven stated that Location #2 would need to have 10 to 15 trees removed, stumps ground and the dirt compacted prior to installation of the playground.

Commissioner Adams stated the Babinski family has looked at Location #1 when they have been on site.

COMMISSIONER ETTEVOLD MOVED TO ACCEPT THE PRELIMINARY SITE PLAN. COMMISSIONER NORDBY SECONDED THE MOTION. MOTION CARRIED 4-0.

The Commissioners discussed the draft Wish List and offered the following as important:

1. Additional lighting;
2. Enhance lake view;
3. Power wash and stain picnic shelter;
4. Remove selected trees to make park more welcome.

There may be stain to use from the Library.

Improving the restroom was discussed. Mike Loven noted that vandalism in the past has deterred improvements.

7. Sibley Lake Park Playground Removal

Mike Loven explained the existing playground will be removed.

COMMISSIONER ADAMS MOVED TO REMOVE THE EXISTING PLAYGROUND. COMMISSIONER ETTEVOLD SECONDED THE MOTION. MOTION CARRIED 4-0.

8. City Council Organizational Goals

Dawn Bittner explained she and Chair Ronning had met and provided Park Commission goals for the City Council. The City Council is drafting a vision for the City and will hopefully provide direction in the near future.

Chair Ronning would like to have members of the public attend the Park Commission meetings. It would be useful to solicit comments from the public on certain items. We could also invite professionals to attend to discuss an item. We do need more direction from the City Council.

9. Mayo Lake Park

Commissioner Adams explained her meeting with Tom Beaver. Mr. Beaver had written an article in the Echo regarding cross country ski trails at Mayo Park. He would create trails that would be 6 feet wide, half for snowshoeing and half for cross country skiing.

Commissioner Adams further stated there needs to be signage indicating location of trails. They could be laminated signs on a post. She presented photos of the sign at Wilderness Road ski area which are laminated under Plexiglas that indicate the layout of the trails.

Dawn Bittner informed the Commissioners that a tri-fold brochure was developed for Mayo Lake Park that includes a map of the trails. The Public Works Department refills the plastic brochure stand each time they remove garbage.

Mike Loven stated the Park Commission has never come to a consensus regarding the signs. A sign similar to Wilderness Road could be built for approximately \$100.

COMMISSIONER ADAMS MOVED TO BUILD A KIOSK SIMILAR TO THE WILDERNESS ROAD ONE AND TO PUT BROCHURES IN THE PLASTIC CONTAINER. COMMISSIONER ETTESVOLD SECONDED THE MOTION. MOTION CARRIED 4-0.

10. Other Business

Playground Installation Volunteers:

No volunteers will be needed on May 10. Commissioner Adams will have the items sorted in advance. The school will provide volunteers on May 11 and volunteers will be needed May 12 to spread the chips. Not as many volunteers will be needed as this project is not as large as the playground in Trailside Park. Commissioners Ettesvold and Nordby will line up the volunteers and the food for all 3 days. They will try to get volunteers from the apartment buildings so they may take ownership of the Park and may curtail the vandalism.

Flower Projects:

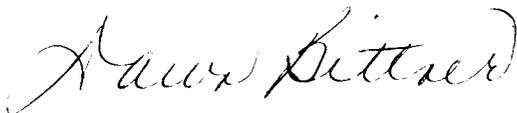
Mike Loven stated he plans to do all of the flower pots like the ones at City Hall last year with the Wave Petunias. Commissioner Ettesvold will solicit volunteers to plant the New Guinea Impatiens in Bobber Park. Mike Loven asked her to notify him and the Public Works Department will pick up the flowers, etc.

11. Adjournment

There being no further business, **COMMISSIONER NORDBY MOVED TO ADJOURN THE MEETING. COMMISSIONER ADAMS SECONDED THE MOTION. THE MOTION CARRIED 4-0.**

The meeting adjourned at 6:19 p.m.

Respectfully Submitted,



Dawn Bittner
Zoning Specialist