

**MEETING OF THE PEQUOT LAKES PARK COMMISSION  
THURSDAY, JUNE 9, 2016  
PEQUOT LAKES CITY HALL**

Members Present: Chair Ronning, Commissioners Adams, Bruch, Caouette, Nagel, and Bryan (arrived at 5:04 p.m.)

Members Absent: Commissioner Nordby

Also Present: Nancy Malecha, City Administrator/Clerk; Mike Loven, Public Works Supervisor

1. Call Meeting to Order

Chair Ronning called the meeting to order at 5:00 p.m.

2. Consider Agenda

Commissioner Adams requested to add Mayo Lake Park under Other Business to the agenda.

**COMMISSIONER NAGEL MOVED TO APPROVE THE AGENDA AS AMENDED WITH THE ADDITION OF MAYO LAKE PARK. COMMISSIONER BRUCH SECONDED THE MOTION. MOTION CARRIED 5-0.**

3. Park Commission Minutes

Commissioner Adams requested to remove the words "as read" from the Park Commission Minutes motion.

**COMMISSIONER ADAMS MOVED TO APPROVE THE MAY 12, 2016 PARK COMMISSION MINUTES AS REVISED. COMMISSIONER NAGEL SECONDED THE MOTION. MOTION CARRIED 5-0.**

4. Sibley Lake Park Improvements

Playground Update:

Commissioner Adams informed the Commission that the black edging around the playground dome has been installed with three pieces left over that will be returned for a refund. Ms. Adams complimented the Public Works Department on how wonderful Sibley Lake Park looks.

(Commissioner Bryan arrived at the meeting.)

Commissioner Adams noted that volunteers from Teen Challenge will be painting the picnic shelter and raking at Sibley Lake Park on July 13<sup>th</sup>.

Babinski Family Playground Dedication:

Commissioner Adams noted that the Babinski Family Playground Dedication Ceremony will be held on July 16<sup>th</sup> at 2:00 p.m. and Community Action is supplying the refreshments. The consensus of the Commission directed Staff to create name tags for the Park Commission members for this event.

5. Healthy Communities Grant

Commissioner Adams informed the Commission that the Healthy Communities Grant has been approved in the amount of \$1,725 for brochures, signs, benches, picnic tables, and bike racks. The Grant completion deadline is September 30<sup>th</sup>.

Discussion ensued as to what style of bike racks should be utilized. Commissioner Bruch noted that he preferred the spiral bike racks as it allows for more bikes. Commissioner Adams noted that she preferred the bobber bike racks because of consistency of these racks in other parks.

**COMMISSIONER CAQUETTE MOVED TO APPROVE THE USE OF THE BOBBER BIKE RACKS FOR THE HEALTHY COMMUNITIES GRANT. COMMISSIONER BRUCH SECONDED THE MOTION. MOTION CARRIED 6-0.**

6. St. Croix Recreation

Chair Ronning informed the Commission of the City Council's approval to accept the water fountain donation for Trailside Park and its placement will be decided after the Trailside Park concept is approved.

7. Council Meeting Update

Chair Ronning informed the Commission of the City Council's discussion on the West Sibley Street bike/walking path. Mr. Ronning noted that a good case was presented to the Council on the connectivity and safety concerns. He further noted that the Council was not against the idea but rather the budget did not allow for this addition to the original overlay project.

Commissioner Bryan questioned what this path would cost. Mike Loven noted an approximate cost of \$20,000 plus annual painting.

Commissioner Adams stated that a bike path could be adjacent to a city street whereas a walking path would need separation and at some point a bike path could be an option.

The consensus of the Commission agreed to continue this discussion on future agendas.

8. Capital Outlay Carryover

Nancy Malecha informed the Commission of the capital outlay carryover funds in the amount of \$9,526.55 that have been set aside for light posts in the park. She inquired if the Commission would like to retain these funds for this purpose and if funds should be included in future budgets.

Mike Loven noted that the City is installing the same light post style that is currently along North Washington Avenue to the CSAH 11 bridge and these light posts cost \$5,000 each. The consensus of the Commission agreed that this same style of light posts should be used in the park to maintain consistency.

**CHAIR RONNING MOVED TO INCLUDE \$2,000 IN THE 2017 PARK BUDGET - CAPITAL OUTLAY CARRYOVER FOR THE PURPOSE OF LIGHT POSTS IN THE PARK. COMMISSION BRUCH SECONDED THE MOTION. MOTION CARRIED 6-0.**

9. Attendance at Meetings

Chair Ronning noted that he has tried to contact Ashley Nordby several times to discuss her absence at Park Commission meetings but has been unsuccessful.

Nancy Malecha informed the Commission that there is nothing in the City Code stipulating that after three absences a Park Commission member can be removed. The consensus of the Commission agreed that this stipulation should be included in a future revision of the City Code.

**COMMISSIONER BRYAN MOVED TO REMOVE ASHLEY NORDBY AS THE VICE CHAIR OF THE PARK COMMISSION AND RECOMMENDS THE APPOINTMENT OF NANCY ADAMS AS VICE CHAIR. COMMISSIONER CAQUETTE SECONDED THE MOTION. MOTION CARRIED 6-0.**

The Commission directed Nancy Malecha to send a letter to Ashley Nordby notifying her that her absences may cause her removal from the Park Commission.

Chair Ronning reminded Park Commission members to notify City Staff each month of their intent to attend meetings so a quorum can be determined.

10. Other Business

Commissioner Adams noted that she received several comments from the public on how amazing Mayo Lake Park looks and thanked the Public Works Department for their great job.

Commissioner Adams distributed a map of Mayo Lake Park with notations as to possible locations for three park benches. Mike Loven reviewed the 2016 Park Budget and noted that the benches could be done this year.

**COMMISSIONER ADAMS MOVED TO BUILD THREE BENCHES FOR MAYO LAKE PARK TO BE PLACED AT THE LOCATIONS AS NOTED ON THE MAP. COMMISSIONER NAGEL SECONDED THE MOTION. MOTION CARRIED 6-0.**

Chair Ronning inquired about the following.

A. Band in the Park Surveys – Commissioner Adams informed the Commission that she worked with City Staff on the weekly press releases that she will send to the Echo each week. Ms. Adams noted what she will work on creating a survey to hand out at the Band in the Park concerts.

B. Discover Racks Location List – Nancy Malecha noted that she does not have this list and she will remind City Staff to compile it for the next meeting.

11. Adjournment

There being no further business, **CHAIR RONNING MOVED TO ADJOURN THE MEETING. COMMISSIONER BRYAN SECONDED THE MOTION. THE MOTION CARRIED 6-0.**

The meeting adjourned at 5:57 p.m.

Respectfully submitted,

  
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Nancy Malecha  
City Administrator/Clerk