

**PEQUOT LAKES PARK COMMISSION
THURSDAY, SEPTEMBER 12, 2019
CITY HALL**

Members Present: Chair Ronning, Commissioners Johnson, Melby and Sjoblad

Members Absent: Commissioner Churack

Also Present: Dawn Bittner, Zoning Specialist; Nancy Malecha, City Administrator; Jason Gorr, Public Works Director

1. Call Meeting to Order

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

2. Consider Agenda

COMMISSIONER JOHNSON MOVED TO APPROVE THE AGENDA AS AMENDED. COMMISSIONER MELBY SECONDED THE MOTION. THE MOTION CARRIED 4-0.

3. Park Commission Minutes

COMMISSIONER SJOBLAD MOVED TO APPROVE THE JULY 11, 2019, PARK COMMISSION MINUTES AS READ. COMMISSIONER JOHNSON SECONDED THE MOTION. MOTION CARRIED 4-0.

4. 2020 Preliminary Budget

Ms. Malecha explained the 2020 Preliminary Budget with the Park Commission. Chair Ronning inquired about budget items under electricity, contract services, and professional services. Discussion ensued regarding budget and possible change of color of the mulch in the parks.

5. Bands in the Park

Ms. Bittner stated that two bands evaluations were not available. Ms. Bittner stated it is very important for the evaluations to be completed so we can schedule for the following year. Chair Ronning asked for suggestions on how best to get the evaluations completed. Discussion ensued and consensus was to discuss next spring. Commissioner Johnson suggested a possible text to option.

Chair Ronning stated that the Community Action Street Dance will be held again on August 1, 2020. Discussion ensued regarding having a band in the park that night. Consensus was to skip the Band in the Park for that night.

6. Community Action Tree Donation

Chair Ronning reiterated that Community Action offered to donate 3 maple trees and 3-5 pine trees for the Dog Park. The Babinski Foundation has an attachment the City could use to plant the trees; if the City is unable to plant the trees, Community Action will pay to have them planted. Mr. Gorr stated that trees will need to be limited and spaced accordingly for final growth size because of the water tower and fencing. Discussion ensued regarding placement by using a map provided by Mr. Gorr. Commissioner Johnson and Mr. Gorr suggested meeting with Community Action at the Dog Park to discuss the trees after 4:00 pm before the end of September. Commissioner Johnson will speak to Community Action regarding possible dog silhouettes along with fewer trees.

Ms. Bittner stated that Community Action received a donation for a park bench plaque. The remainder of the donation (\$275) was given to the Splash Park fund.

7. Park Commission Vacancies

Chair Ronning stated we have two Park Commission Vacancies and asked if there are any suggestions for members. Discussion ensued regarding how to attract people to volunteer for the Commission. Chair Ronning will contact a possible volunteer.

8. Potential Tour of Deerwood Splash Park

Ms. Malecha stated that the Mayor of Jenkins asked if a Park Commission member would like to go with Ms. Malecha to tour the splash pad in Deerwood. Chair Ronning and Commissioner Melby volunteered to go for the tour.

9. Veteran's Memorial Sidewalk

Chair Ronning spoke with Jack Schmidt regarding the path. The proposal is a loop that would go south between two benches at the Veteran's Memorial. By doing a loop, the current bricks would be damaged so the suggestion is to have another straight line of bricks. Discussion ensued regarding making the path purposeful.

10. Next Meeting

Chair Ronning will not be at the October 10, 2019 meeting. He asked if anyone else will be vacant from this meeting. All present will be at the meeting in October.

11. Other Business

Mr. Gorr explained to the Commission that Fyle's Satellites have stated that there have been several vandalism incidents with the handicap port-a-potty at Trailside Park this year. Unfortunately, the cost of a handicap port-a-potty is excessive and they will probably not be putting this size in the park in the future. Discussion ensued regarding possible solutions.

Mr. Gorr brought up trying to improve the south end of Trailside Park by laying black dirt and seed down. Discussion ensued regarding possible improvements to the turf as well as the fence around the Bean Hole Pit.

Commissioner Mebly suggested cutting the trees, in Trailside Park, from ground up to 5 feet. Mr. Gorr stated that the tree trimming will happen this fall yet. Commissioner Melby also asked if anyone followed up with the art department and/or wood shop regarding making Christmas decorations.

Chair Ronning asked how the flags are going to be displayed. Chair Ronning stated he thinks flags should be hung alphabetically. Chair Ronning asked where the lighting is coming from for the American Flag, Ms. Malecha stated it will be solar lighting. Discussion ensued regarding etiquette, display and location.

Ms. Bittner asked if they want to have a float for the Santa's Bobbin into Town parade. Commissioner Melby stated he has a truck, trailer and generator to use. Consensus was the Park Commission meeting on December 12, 2019 will be decorating the float and all members need to be there to decorate. Discussion ensued regarding a possible theme, sign, and decorations.

Ms. Bittner talked about the prior meeting when the Commission did the walk around the Park. Ms. Malecha stated the Chamber of Commerce Advisory Board is going to try to get sponsors to help light up the Park. Discussion ensued regarding Christmas decorations, location of placement and lighting. Commissioner Melby will contact the school regarding possibility of the students creating decorations for the park. Consensus was to meet with Katie Wasserman with the Chamber of Commerce and Chris Lindholm from Pequot Lakes High School in October regarding decorating the Park with an install in mid-November.

12. Adjournment

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

The meeting adjourned at 6:48 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Jennifer Peterson', with a long horizontal line extending to the right.

Jennifer Peterson
Administrative Assistant