

**PEQUOT LAKES PARK COMMISSION MINUTES**  
**MONDAY, June 24, 2024 - Draft**  
**City Hall**

Members Present: Members Present: Commissioners Boucher, Lind, Simar, Churack and Chair Adams. Absent: Commissioner Clement

Also Present: Angie Duus, City Administrator; Julie Meister, Administrative Assistant, Nick Roy, Public Works Supervisor

Location: Pequot Lakes City Hall

1. Call Meeting to Order

Chair Nancy Adams calls the meeting to order at 5:00 p.m.

2. Consider Agenda

**AGENDA ACCEPTED BY CONCENSEOUS OF THE PARK COMMISSION.**

3. Park Commission Minutes

**COMMISSIONER SIMAR MOVES TO APPROVE THE MINUTES FROM THE MAY 20, 2024 MEETING. COMMISSIONER LIND SECONDED THE MOTION. MOTION CARRIES 5-0.**

4. Holiday Decoration Update

Commissioner Kim Churack does not have any update. Expresses working on other projects that are taking priority with Community Action. Ms. Churack also states there's currently too many requests for money being asked right now.

5. Bands in the Park

Commissioner Keith Simar updates the night he was attending that he received a call deciding if the band will still be playing due to the weather. Mr. Simar made the decision to have the band still play and said about 30-45 people were in attendance. Chair Nancy Adams comments that we can tell how well Bands in the Park did based on how much money the popcorn wagon makes. Ms. Adams

questions how the process is going on receiving the check and getting the check to the Band. Commissioner Churack inquires on the process. Administrative Assistant Julie Meister explains that our City Treasurer prints a check and the volunteer or Park Board member attending that Saturday's performance comes to the City Hall Office, on either Thursday or Friday to pick up the check and then present the check to the Band shortly before they start. Mr. Simar stated that is what he did, and it worked out just fine. Mr. Simar wonders if there's a rain out do we pay or not pay the band. Ms. Meister states if the band shows up, sets up and has started, payment will be made. If the Band themselves cancels, then no payment will be made. Ms. Meister makes a comment on the weather and how it may impact Bands in the Park, that as to rain and there's no thunder or lightning, then it can be at your discretion, but states that people appear willing to stay.

6. Community Garden Update

Administrative Assistant Julie Meister provides an update that all the plots have been sold and currently there are plants in each of the plots. Ms. Meister shows the board an example of a sign to hang on the gate of the Community Garden to indicate to the public what it is. Chair Nancy Adams expresses working with Dave Dallman Sign Company to make the sign. Discussion ensued on what material the sign would be made of. Park Commission agrees by consensus to put the \$200 dollars from the sale of the eight plots towards Public Works Supervisor Nick Roy's costs for building the garden.

**COMMISSIONER CHURACK MOVES TO APPROVE \$200 DOLLARS GOES TOWARDS COSTS OF MAKING THE COMMUNITY GARDEN.  
COMMISSIONER LIND SECONDED THE MOTION. MOTION CARRIES 5-0.**

7. DNR Grant for the Park Update

City Administrator Angie Duus announces we have just signed the paperwork for the grant, and it is now officially awarded. She also states we should also be able to get approval for a bid at the July Council Meeting. Ms. Duus adds with the approved bid we can then start getting materials ordered and the groundwork started. Discussion ensued on the expected delays with getting materials.

8. Community Sign Update

Public Works Supervisor Nick Roy provides brief update that nothing will start until August and after Bean Hole Days when electricity will be updated.

9. Splash Pad Update

Public Works Supervisor Nick Roy speaks of his conversation with Jenny Gonzi and she stated that she spoke with the company 11 days ago and was promised the pieces will be here. Commissioner Kim Churack also has spoken with Ms. Gonzi and indicates that one of the company's representatives is now not returning her calls. Chair Nancy Adams inquires again on the name of the company. Mr. Roy provides that CRS is the name of the company. Ms. Adams states we have worked long enough with the reps and now it's time to go higher up in the company. Mr. Roy also states some issues with the bucket feature. Ms. Adams requests the assistance of Administrative Assistant Julie Meister and City Administrator Angie Duus to find out further information needed to work a bit more aggressively with this company.

10. Other Business

**10.1 Park Vacancy** –one vacancy remains.

**10.2 State & City Flag Update** – Public Works Supervisor Nick Roy comments flags have been delivered. Chair Nancy Adams also inquires if an invoice has been provided by Jeanie Harum. Ms. Adams states they are \$75 apiece and the invoice should be \$150. Discussion ensued as Ms. Adams explains why the flag is not two-sided and the flying location of the Pequot Flag. It will be placed to fly at Pequot City Hall. Further discussion on flag etiquette.

**10.3 Examples for Sibley Lake Walking Path** – Ms. Meister provides examples of the walking path sign designs. Discussion ensued on placement of the walking path signs and references measuring the Babinski sign. Commissioner Keith Simar questions if an additional sign is needed to show the end of the City's property line; due to a trail that leads down by the water and goes to the South end. Mr. Simar suggests that he and Mr. Roy go down and walk the path down the South end of the property line to see where a sign could be placed.

**PARK COMMISSION HAS CONSENSUS ON WALKING PATH SIGN DESIGN.**

**10.4 Update on Sibley Lake Hill-** Ms. Adams to reach out to Commissioner Sam Clement and his troop to arrange a workday clean-up on the hill.

**10.5 Update on Sibley Lake Wall-** Commissioner Dave Lind passes phone around the table to show the progress of the clean up of the wall. Most of the graffiti has been removed by using a wire brush on a grinder. Mr. Lind also states

that he brushed out all the overgrowth. Mr. Lind notes that there is still a little bit left to address. He further states how nice it looks now from the lake. The Park Commission would like to thank Mr. Lind for his hard work and efforts in cleaning up the Sibley Lake Wall.

**10.6 Popcorn Wagon** – Ms. Adams explains the popcorn wagon is owned by the City and Friends of the Pequot Lakes Library run it. The wagon was given to us as a donation by Harry Olson approximately 15 years ago. Ms. Adams expresses how it's falling apart and is in dire need of repair. Ms. Adams notes it's an iconic piece that someone expressed to her as a start to the activities in the park for the summer. Ms. Adams wonders if there might be someone who could possibly repair it. Mr. Simar suggests reaching out to the Amish Community to see if they would be willing to do the repairs. He notes of where he previously lived that he could reach out and inquire. Mr. Lind also volunteers that he could also possibly help in restoring and repairing the popcorn wagon over the winter. Ms. Adams wants to add this to the agenda to see whom we can find to help fix the structure damage of the popcorn wagon.

**10.7 Cement under the benches at the Dog Park / Gazebo** – Ms. Adams when at the Community Garden she spoke with three gentlemen who were sitting on the benches in the dog park, they expressed how nice it would be to put up a gazebo. Ms. Adams stated that we could locate it on the South side of the dog park. Mr. Roy notes it would be a simple four or six posts with a roof over the top, tables and side concrete. Mr. Roy also notes we could also place cement under the benches at the dog park at the same time. Mr. Roy states it could happen during the next budget cycle in 2025. Mr. Simar shows an example of a gazebo he built previously. Mr. Simar used measurements from the gazebo from the A-Pine but he screened his gazebo in. Mr. Roy notes we won't put walls around it but will put a picnic table in the center for seating. Mr. Roy also indicates he went and looked at Crosslake's dog park and comments on their structure.

**CHAIR ADAMS MOVES TO APPROVE A GAZEBO IN THE DOG PARK.  
COMMISSIONER CHURACK SECONDED THE MOTION. MOTION CARRIES  
5-0.**

**10.8 Park Commission Member at July City Council** – Ms. Churack will be in attendance. Ms. Adams will provide notes for Ms. Churack.

**10.9 Cameras at Trailside Park Update** – Mr. Roy updates the cameras will be up on Wednesday, June 26, 2024 and express there was a delay due to damage to the black fence by the playground, It was kicked and ripped it in half with 13-14 rungs were bent. Mr. Roy wonders who the vendor was for that fence. Mr.

Boucher states it was Dakota Fence out of Fargo. Discussion ensued on placement of the new camera system.

**10.10 Minnesota Power Pole** – Ms. Adams announces that she wrote a letter to the Chairman of Minnesota Power and after three months finally heard something. She wanted to get power for the poles for Christmas Decorations along the street. Ms. Adams is not sure we want to go this route since Minnesota Power will charge \$20 per pole plus electricity per the contract received. Ms. Adams wanted to note to the Park Commission she finally heard back and appears Minnesota Power has new rules for cities around the Holiday season.

11. Adjournment

**THERE BEING NO FURTHER BUSINESS COMMISSIONER LIND MOVES TO ADJOURN MEETING AT 5:39 PM. COMMISSIONER SIMAR SECONDED THE MOTION. MOTION CARRIES 5-0**

Respectfully Submitted,

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Julie Meister, Administrative Assistant