

PEQUOT LAKES PARK COMMISSION MINUTES
MONDAY, July 22, 2024 - Draft
City Hall

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

Also Present: Angie Duus, City Administrator; Julie Meister, Administrative Assistant, Nick Roy, Public Works Supervisor, Tyler Gardner, Pequot Lakes Mayor

Location: Pequot Lakes City Hall

1. Call Meeting to Order

Chair Nancy Adams calls the meeting to order at 5:01 p.m.

2. Consider Agenda

Added Items: Picnic Table at Gildner Park & Tree Inventory Status

**COMMISSIONER CLEMENT MOVES TO ACCEPT THE AGENDA.
COMMISSIONER LIND SECONDS THE MOTION. MOTION CARRIES 5-0.**

3. Park Commission Minutes

**COMMISSIONER LIND MOVES TO APPROVE THE MINUTES FROM THE
JUNE 24, 2024 MEETING. COMMISSIONER CLEMENT SECONDED THE
MOTION. MOTION CARRIES 5-0.**

4. Holiday Decoration Update

Chair Nancy Adams inquires on where to get additional funding for Holiday lights other than the \$2500 from Community Action. Mayor Tyler Gardner offers to donate \$500 from his business. Check will be made to Community Action. Ms. Adams will let Commissioner Churack address how the total donations will be spent. Discussion ensued on where the Board could find funding to purchase a lift.

5. Bands in the Park

Administrative Assistant Julie Meister updates that attendance is good despite the weather we have been dealing with on these Saturday nights. Ms. Meister also updates on the positive evaluations already received on all the bands to date and expresses we have a nice variety of bands selected.

6. Community Garden Update

Administrative Assistant Julie Meister announces we are in receipt of our new Community Garden Sign on will have it displayed very soon. Chair Adams wonders if we should keep the garden to eight plots or look to expand for next season. Ms. Meister inquiries about offering a raised bed option. Ms. Adams wonders if we could use the one available spot as a raised bed option by where the longer hoses currently are. Public Works Supervisor Nick Roy expresses about putting a shed there to hold some gardening tools. Ms. Adams and Ms. Meister state they both carry their gardening tools with them in their vehicles. Further discussion ensued on cost, placement and reaching out for advice from Whitney Macgee on using the extra plot space for a raised garden for the 2025 season.

CHAIR ADAMS MOVES TO EXPAND THE COMMUNITY GARDEN FOR ONE RAISED BED. COMMISSIONER CLEMENT SECONDED THE MOTION. MOTION CARRIES 5-0.

7. DNR Grant for the Park Update

City Administrator Angie Duus provides an update from the last Council meeting that Barrato Brothers is the main contractor. Barrato Brothers are planning on having site work done after Labor Day of this year and completing all improvements by Memorial Day in 2025. Mayor Tyler Gardner updates on the City's understanding that the trail and the parking lot will be done this year. Ms. Duus states that site utilities and potentially the slab for the picnic and bathroom shelter will also be completed this year. Mayor Gardner states the goal is that the only work left for the Spring would be to erect the building. Public Works Supervisor Nick Roy comments on getting the electrician contact from City Engineer Tim Houle and will work to see if they can get a bid from them for the Trail Lights so we don't have circuits breaking. Mr. Roy will research electrical in addition to this project.

8. Community Sign Update

Administrative Assistant Julie Meister updates the sign has been removed. Public Works Supervisor Nick Roy details on the removal of the sign and now is currently working and meeting with Matt Bangston on running a new service and needing more power, meeting with the Digital Sign contact to mark where all the footings will be placed. On July 29th the footings will be installed and on the 6th of August the Digital Sign will go up.

9. Splash Pad Update

Public Works Supervisor Nick Roy states everything is done and is working. Discussion ensued on the number of children taking advantage of Splash Pad.

10. Repair of the Popcorn Wagon

Chair Nancy Adams expresses gratitude again to Commissioner Dave Lind for fixing the door to the Popcorn Wagon. Mr. Lind notes it does need a lot of work and the screws used to fix the door are very temporary. Ms. Adams suggests we could take the wheels off and attempt to sell them. Discussion ensued on the iconic value of the popcorn wagon. Mr. Lind states it won't fit in his garage to work on over the Winter. Mayor Tyler Gardner suggests reaching out to Rich Harris and wonders if this would be a project he would want to tackle. Ms. Adams asks for Mayor Gardner to reach out to Rich. Discussion ensued on the location of the keys to the Popcorn Wagon. Discussion further ensues on the structure and the cleaning process of the Popcorn Wagon. Mayor Gardner confirms that Rich Harris will look at the Popcorn Wagon and will pick up keys from the library.

11. Dog Park Shelter Update

Public Work Supervisor Nick Roy provides images of the shelter at the Crosslake Dog Park. Chair Nancy Adams comments on the design being very simple and ponders the general look of it. Discussion ensued on the cement under the benches and under the structure along with the placement of the structure. Ms. Adams asks Mr. Roy to find out how much this structure will cost.

12. Clean-up with Boy Scouts at Sibley Park Update

Chair Nancy Adams turns to Commissioner Sam Clement to inquire when the next Boy Scout meeting is. Mr. Clement will again present this project to his troop at their meeting on Monday July 29. Commissioner Keith Simar speaks to Mr. Clement and instructs that it would be a small project to give them a sense of

what is involved to increase their comfort level. Mr. Simar will also attend the Boy Scout meeting on the 29th and work with Mr. Clement and his troop.

13. Park Vacancy

Commissioner Sam Clement wonders on the status of asking Michael Jackson. Commissioner Dave Lind has not yet heard back from Mr. Jackson. Chair Nancy Adams will continue to work on potentially finding someone.

14. Other Business

14.1 Additional Benches inside the fence at Adam's Family Playground –

Administrative Assistant Julie Meister references an email received from a community member who recently attended the playground and is requesting additional benches to be placed near or in the playground itself. The offered seating in the picnic shelter is too far away. Chair Nancy Adams provides additional remarks she's received on benches by the Splash Pad and wonders on the reserved benches still not displayed. Public Works Supervisor Nick Roy provides update on benches being installed tomorrow by the Splash Pad. Discussion ensued on placing a bench on the woodchips in the playground. Ms. Adams requests of Mr. Roy that a bench be placed in the woodchips in the playground.

14.2 Mayor Idea; Sketch drawing; South Block of Park-

Mayor Tyler Gardner provides a rough sketch of the South Block where we have typically positioned the Car Show and vendor set-up. He's been feeling for a while now of making it like a campground set up with a big gravel loop with pull off spots for vendors and electrical posts in some locations. Mayor Gardner expresses to make it look like we mean for it to be there. Discussion ensued on additional implements on the provided map and where would the cars go. Additional discussion ensued on power being used in that area of that park. Chair Nancy Adams feels we should reach out to Denise Simpson with the Lions, Community Action and the Chamber to get their input and the Board should look at possibly adding this as a project to invest in for 2025. Ms. Adams also describes a previous project where the idea was to have the flags go along the walking path all through the South to Woodman and wonders if those drawings contained more ideas for making it look like a park. Ms. Adams inquires about how we could find these drawings. City Administrator Angie Duus states they are in boxes at City Hall. Ms. Adams to add this to our Agenda to work on for next year and will go through the boxes. Ms. Adams also adds in addition to the Park

Commission we will also work with the Lions, Chamber, Community Action and Public Works Supervisor Nick Roy on the South end of the park project.

14.3 Picnic Table Replacement at Gildner Park –

Chair Nancy Adams comments on the picnic table being in very poor condition. Mayor Tyler Gardner adds additional testimony of personally observing the table not being stable and acting like a titer-totter. It's the picnic table on the North side by the parking lot. Public Works Supervisor Nick Roy will address the issue.

14.4 Status on Tree Inventory –

Commissioner Keith Simar comments on being by there when the young forester was placing metal tags with numbers on the trees and spoke with him and indicates he works with GPS/GIS system and was assured that we will be provided all the data in a format that would work with our system. Chair Nancy Adams to reach out to the forester for an update on status. Discussion ensued on the next steps with funding of equipment and what trees the Park Commission should plant. Additionally, Ms. Adams expresses on knowing someone who elected to inject their trees and they stated they would not recommend doing it again due to it not being a guarantee. Ms. Adams further observes that the Kentucky Coffee Tree is on the grant's acceptable list of trees but notes that they are already planted along the road by Olson Road and are already not doing well. Commissioner Keith Simar comments that the Kentucky Coffee Tree is well out of our natural growing range. Ms. Adams wonders why we would use our money to plant that specific tree and questions the additional money that is available to write a grant for a lift that would be tied to caring for trees. Public Works Supervisor Nick Roy to research the cost of a lift and Ms. Adams will call the person who oversees this grant's funding.

14.5 Lights in Picnic Shelter –

Commissioner Sam Clement comments when he was the Park Board representative at last Saturday's Band in the Park, he noticed that there are a few lights out in the band shelter. Mr. Clement also suggests the possibility of adding a dance floor in front of the band shelter. Mr. Clement thinks possibly a 10X20 foot dance floor. Discussion ensued on what material would be used to make this dance floor and possible placement. Ms. Adams suggests we can further discuss.

11. Adjournment

**THERE BEING NO FURTHER BUSINESS COMMISSIONER LIND MOVES TO
ADJOURN MEETING AT 5:53 PM. COMMISSIONER CLEMENT SECONDED
THE MOTION. MOTION CARRIES 5-0**

Respectfully Submitted,

Julie Meister, Administrative Assistant