

CITY OF SANDSTONE
PARK & RECREATION COMMISSION
AGENDA
FRIDAY – JUNE 14, 2019
8:00 A.M. – CITY HALL

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda
4. Approve Meeting minutes
 - a. May 10, 2019 (pgs. 2-5)
5. New Business: None
6. Continuing Business
 - a. City Code 960 – Special Events (pgs. 6-7)
 - b. Lions Hill Chalet (pg. 8)
 - c. Robinson Park (pgs. 9-10)
 - d. KREEC Site Redevelopment (pgs. 11-13)
 - e. Train Park (pg. 14)
 - f. Angle Park (pg. 15)
 - g. Eagle Field (pg. 16)
7. Other
 - a. Miscellaneous Updates (pg. 17)
8. Adjourn

PARK AND RECREATION COMMISSION

MEETING MINUTES

Friday, May 10, 2019

Members present: Dorothy Dybvig, Tony Vavricka, Mary Franklin, Eric Sturtz, Dave Barsness, David Chasson; Council Liaison Tim Franklin

Members absent: Karry White

Staff Present: Administrator Kathy George, Streets & Parks Supervisor Craig Hiler

Guests: None

Call to Order

The meeting was called to order at 8:00 a.m.

Pledge of Allegiance

Agenda

Photo Voice Project was given as an addition to the Agenda. **Motion Franklin, second Barsness, to approve the agenda with the addition. Motion passed 5-0** (Chair Dybvig had not arrived yet).

Minutes

Motion Sturtz, second Franklin, to approve the minutes of the April 12, 2019 meeting.

Motion passed 5-0.

New Business

- A. Special Event Permit Application – Sandstone Evangelical Free Church – The City received a Special Event Permit Application from Cheryl Stafne on behalf of the Sandstone Evangelical Free Church. They propose to host “Family Fun in the Park” at Train Park on June 13, July 11, and August 15 (Thursdays) from 6:00 – 7:30 p.m. They estimate there will be 50 attendees each night. They plan to provide hotdogs, chips and lawn games. **Motion Vavricka, second Sturtz, to recommend the City Council approve the Special Event Permit Application of the Sandstone Evangelical Free Church. Motion passed 6-0..**

- B. Special Event Permit Application – Elm Creek Ward of the Church of Jesus Christ of Latter Day Saints – The City received a Special Event Permit Application from Reed Taylor on behalf of the Elm Creek Ward of the Church of Jesus Christ of Latter Day Saints. They would like to camp at Robinson Park with their church youth group on June 21st – 22nd (Friday and Saturday). They estimate about 15 attendees. They also plan to go rafting and do some rock climbing. They are interested in doing some type of service / small jobs in the park as well.

Motion Vavricka, second Barsness, to recommend the City Council approve the Special Event Permit Application of the Elm Creek Ward of the Church of Jesus Christ of Latter Day Saints with the following conditions:

- **Fires are only allowed in fire pits, as follows:**
 - **1 existing fire ring across from the bathroom by the picnic pavilion**
 - **3 existing fire rings in the camping areas**
- **Cutting of trees for firewood is not allowed;**
- **Designate an area for vehicle parking, with signage;**
- **Portage only to camp sites – no vehicles;**
- **The Sheriff's Department should be made aware of the event.**

Motion passed 6-0.

- C. City Code 960 – Special Events – Since February, the Park Commission has been discussing possible changes to City Code 960. The majority of discussion has centered around streamlining the process. Rather than requiring Special Event Permits be presented to the Park Commission for a recommendation to the City Council, and then having the City Council make the final determination, Park Commissioners are proposing a modification to allow for the City Administrator to approve or deny the Special Event Permit Applications. Additional language has been added to allow for an appeal process if an application has been denied by the City Administrator. Language has also been added to require the City Administrator notify the Park & Recreation Commission and the City Council of approved events.

At the May meeting, Commissioners looked more closely at section 960.07 (Permit not Required). After discussion, it was decided to remove this section entirely, after checking with the City Attorney. Once this question is answered, the draft is ready to be presented to the City Council for consideration.

- D. Photo Voice Project – The City has been approached by Eagle Teens in Action, a group of high school students who are working to reduce the use of drugs and alcohol among their peers. They plan to use photos they took at Robinson Park for two separate messages – one message of hope and one message of concern. One photo is of the rock wall that is covered with graffiti. The other photo depicts two individuals looking at the river. The group also asked if the City was interested in building a structure specifically meant for graffiti.

Commissioners discussed the idea and noted that they are not interested in creating a space for graffiti. They acknowledged that some people like to have their photos (graduation, wedding, etc.) taken in front of the graffiti. The Streets & Parks crew also attends to any obscene graffiti that might appear from time to time. Otherwise, Commissioners noted no concern for the plans of the Photo Voice Project.

Continuing Business

The following update was provided on the various items listed as Continuing Business on the Agenda:

Lions Hill Chalet. The Commission addressed the many needs that were previously discussed concerning the chalet at Lions Hill. Hiler is getting quotes to extend sewer and water to the building. He is also looking at the chimney and roof to determine the extent of the needed repairs. George will call Drilling Electric to have an electrical review of the building done, as suggested by

D&E when they replaced the furnace. Other work needed involves painting and repair work. The Sandstone Lions Club has expressed interest in helping with the needs. Hiler and George will work on putting together a list with cost estimates so that the Sandstone Lions can talk about it further at their May 23rd Board Meeting.

Robinson Park. The Legacy Grant Application is due by the end of July. 11 contractors have been contacted about the Gin Pole project. Hopefully, some of them will be willing to provide a quote. Hiler is working with Mike Johnson on replacing the stage. A meeting is being arranged with DNR representatives to look at the old dam remnants and the boat ramps. Spring Clean Up is coming up on May 18th. The MN Climbers Association members will be reminded. PeopleService contractor Alex Leger is reviewing the Climbers request to move the hydrant shed and water supply closer to the cliff. There were 5 registrations for 7 days of camping in April.

Commissioner Barsness reported that some of the rock on one of the powder houses seems to be disappearing. It was suggested that signage be put up at various locations in the park letting people know that Robinson Park is on the National Register of Historic Places and that removal of historic artifacts is against the law.

KREEC Site Redevelopment. Commissioners received a report on the meeting that took place with the DNR, Council Member Brandon Devlin, and Park Commissioners on April 22nd. George stated that the major take away was that mixed uses – ATV's in a confined space and camping/hiking/skiing could work if designed correctly. The group had talked about creating an ATV training center on the west side of Old Military Road and developing trails and camping on the east side.

Commissioners discussed what the driving forces are behind these ideas. Is there an ATV group lobbying for a training center? Is there enough demand in the area for hiking and camping sites? It was noted that the Audubon Center uses the property for hiking. There is already an existing patchwork of trails that could be maintained. The ATV training center could provide something that is lacking in the area and, therefore, bring more people into town.

Train Park. Artist Carole Bersin is resuming work on the Kettle River Watershed Mural as the weather permits; the grant is supposed to be closed out by June 30th. Commissioners are working on the plans for Arts in the Park; details are needed by May 20th for the advertising. The Kiosk project is moving forward; all of the updated information has been provided to Craig Saari. It is hoped that the posters will be in place by the end of May.

Angle Park. The hockey boards will be offered for sale on the Public Surplus Auction site to see if there is any interest.

Eagle Field. Commissioners discussed signage for the park. Lee Dybvig had agreed to make the sign, but would like input on the verbiage. Commissioners decided the sign should say EAGLE FIELD on the top line, and City of Sandstone in smaller print underneath.

Other – Other updates were provided as follows:

Pine Avenue – Big Spring Falls – City Engineer Steve Rose and Streets & Parks Supervisor Craig Hiler are working together to come up with a plan to improve the City’s portion of the road, along with cost estimates.

DNR Regional Meeting- Pine County Commissioners hosted a DNR Regional Meeting on April 30th at the St. Croix State Park Visitors Center. Patty Thielen is the new Regional Director for this area. She went through all the different divisions of the DNR, explaining what each of them do. It was very informative. A handout was provided to Commissioners.

Scenic Byway Workshop – Deputy Clerk Alana Tyson attended the workshop this week at the Audubon Center of the North Woods. Commissioner Vavricka also attended. He reported that there is interest in connecting the St. Croix Scenic Byway to the Veterans Evergreen Scenic Byway through the City of Sandstone. Commissioners noted that it would be great to have a visitor’s area at Train Park.

Climbing Advocacy Summit – George attended this event last weekend (May 4-5) at Devil’s Lake in Wisconsin. Sessions she attended covered:

- Maintaining Relationships with Public Land Managers
- Maximizing Your Local Climbing Organization’s Impact
- From Obscure to Official (Ice Climbing)
- Stewardship Workshop

She reported that this was a great weekend. There were climbers from all over the Country – Wisconsin, Minnesota, Iowa, Upper Peninsula, Colorado, Arkansas, Illinois, Missouri, Ohio, South Dakota, and more. Good networking. Rock Climbing and Ice Climbing are growing at a fast rate. They are even being considered for the Olympics, which will only increase the interest. She mentioned creating an emergency response station in Robinson Park. The Fire Department is also looking for funding and equipment in order to provide rope rescue. Commissioner Vavricka stated that he would be interested in becoming a volunteer firefighter, with an emphasis on creating a Ropes Rescue Team.

Adjourn

Motion Barsness, second Vavricka, to adjourn the meeting at 9:30 a.m. Motion passed 6-0.

Respectfully submitted,
Kathy George, City Administrator

CITY OF SANDSTONE
Memorandum

TO: Park & Rec Commission
FROM: Kathy George, City Administrator
DATE: June 14, 2019
SUBJECT: City Code 960 – Special Events

BACKGROUND: The Park Commission has been discussing possible changes to City Code 960. At the May meeting, the Commission approved the draft pending a review by the City Attorney. See comments below from the City Attorney.

ATTACHMENTS Comments from Attorney

STAFF RECOMMENDATION: Review and recommend approval

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____

The Park Commission had discussed removing section 960.07, Permit Not Required, completely:

960.07. Permit not required. Subdivision 1. A special event permit is not required for the following types of events:

- a) ~~Wedding or funerals, including wedding or funeral processions;~~
- b) ~~Any event involving 299 or fewer people, that is less than three hours in duration and that does not involve any alcohol sales or consumption; and~~
- c) The use of traditional public forums as alternative channels of communication by the public, provided that such use is for the free exercise of constitutionally protected activities and does not disrupt or interfere with traffic on public streets or the use of public places by other members of the public.

The Attorney’s response:

The removal of the first two exceptions is acceptable (certain size events and weddings/funerals, etc.), although this may open the door to the City receiving an increased number of special event permit applications. However, per the First Amendment, persons must be allowed the “freely assemble” and by removing the “traditional public forum” exception, it is arguable that this impedes on a person’s right to free assembly because they

have to obtain a permit before they can have their assembly. Therefore, I do not recommend removing this exception and I have put it back in.

The Park Commission approved a new section, Right of Appeal:

Right of Appeal. If the special event permit application has been denied by the city administrator, the applicant may appeal the decision to the Park & Recreation Commission and/or to the City Council. If a special meeting of either the Park & Recreation Commission and/or the City Council is necessary, due to the timing of the event, the applicant may be charged a fee to cover the costs incurred by the city to hold the special meeting.

The City Attorney made the following recommendation:

I do think that the decision needs to be able to be appealed to the City Council and not the Park and Recreation Commission, as the City Council is the final decision maker and the Park and Recreation Commission is advisory, so I changed the language in the ordinance regarding the appeal procedure to be to the City Council. If the Park and Recreation Commission wants to be involved in the appeals, appeals could go to it, but then there needs to be a provision that allows further appeal to the City Council. I also don't think that the City has the authority to charge for the appeal or for any special meeting being held to hear the appeal as that may deter someone from appealing. I did add some language about that the appeal must be filed within a certain amount of time, so that might help for meeting planning purposes.

Right of Appeal. If the special event permit application has been denied by the city administrator, the applicant may appeal the decision to the city council. The applicant must provide the city administrator with written notice of appeal within five business days of the date of denial.

CITY OF SANDSTONE
Memorandum

TO: Park & Rec Commission
FROM: Kathy George, City Administrator
DATE: June 14, 2019
SUBJECT: Lions Hill Chalet – **Updated Info**

BACKGROUND: The following needs have been identified for the Lions Hill Chalet:

- the holding tank under the boy’s bathroom has shifted;
- Extending water service to the building;
- Extending sewer to the building;
- Extending heat into the bathrooms;
- the chimney has significant rust and should be replaced before next winter (estimate of \$850 from D&E);
- roof shingles need to be replaced; **Quote was received from Miller’s Roofing & Siding for \$5,480, which includes new chimney pipes, base, collar, and cap.**
- an electrical review of the building should be done; **Drilling Electric is checking this out**
- Windows need repair
- Trim needs repair
- Duct work in bathrooms need repair
- Paint inside and out is needed
 - Trim outside the chalet
 - Floor inside
 - Deck outside – front and back
 - Windows inside and outside
 - Railings – front and back
 - Benches outside
- Add more shelves for skates

It is possible that the Sandstone Lions may be interested in helping with the cost.

ATTACHMENTS None

STAFF RECOMMENDATION: Review and discuss – **proceed with Miller’s Roofing?**

ACTION REQUIRED: Motion _____, second _____

Approved _____ Denied _____ Other _____

CITY OF SANDSTONE
Memorandum

TO: Park & Rec Commission
FROM: Kathy George, City Administrator
DATE: June 14, 2019
SUBJECT: Continuing Business – Robinson Park – Updated Info

BACKGROUND:

Legacy Grant Application – Nothing new to report; the application is due by the end of July (officially, August 2nd). I have a call in to Candace to discuss submitting the application.

Gin Pole – I have reached out to 11 different contractors who were listed on the MN Historical Society website as doing concrete work. I sent them each the 2017 report created by the City Engineer, and asked them if they were interested in providing a quote. Dave and I met with one contractor on Friday, June 7th. The project is quite involved and will likely cost a lot of money. The contractor is putting together a draft of the phases, including cost estimates. We should check with the MN Historical Society to have the pole reviewed to see if it is feasible to save it and/or to what extent are repairs needed/necessary/feasible. A 2nd contractor was scheduled to come last week as well, but he had a conflict. I am waiting for him to reschedule.

Stage at Robinson Park – We will continue to work with Mike Johnson on the possibilities as weather permits. Dave spoke with the Gin Pole contractor that was out on Friday about this, too. He is interested in working with Mike Johnson on the possibilities.

Dam Remnants – DNR Parks & Trails Manager Mary Straka has agreed to gather some DNR folks and meet with us at Robinson Park to look at the old dam remnants, and also the boat ramps.

2019 Spring Clean Up – Date has been set for Saturday, May 18th from 9:00 a.m. – noon. This date has been communicated to the MN Climbers Association. May 18th was rained out. The event has been rescheduled to June 22nd, which was arranged with the MN Climbers. Cassie Gaede is wondering if we want to work with her event – *We Walk for Water*. Maybe do both events on the same day and combine advertising/promotion??

Ice Park Infrastructure – The MN Climbers Association has asked for help with 2 projects:

- Moving the Hydrant Shed (if possible) – PeopleService contractor Alex Leger is looking into whether or not this is possible.
- Getting electric power to the Hydrant Shed

Signage – Last month, we talked about placing signage in the park to let people know that the park is on the National Register. I asked the City Attorney for some appropriate language for a sign. This is his recommendation:

Robinson Park is listed on the National Register of Historic Places. Damaging or removing property or other historic artifacts from Robinson Park may be subject to criminal prosecution.

Is this language acceptable?

Robinson Park Camping Statistics – We had 14 registrations for 23 days of camping in May.

CITY OF SANDSTONE
Memorandum

TO: Park & Rec Commission
FROM: Kathy George, City Administrator
DATE: June 14, 2019
SUBJECT: Continuing Business – KREEC Site Redevelopment

BACKGROUND: David Chasson provided the following summary of the May 23rd meeting:

We did have a crew that hiked on the 23rd the trails.

Lots of interest in multipurpose nonmotor use on east side. Concerns about wetland issues.

Jill (Soil & Water Conservation District) stated enthusiasm for diversity and unique characteristics. Stated need to have Caleb (Pine County) come out re wetlands and may have others interested in wildlife habitat management.

We did look inside building. Our unqualified opinion is that the cost of repairs/upgrade would be major issue?

Would like to gather out there again in near future.

Perhaps on a Tues afternoon so we can enjoy Music in Park afterwards?

The City also received the following e-mail from Reese Frederickson:

Commissioner Ludwig and I were talking about the KREEC site the other day, and we thought it'd be a great location for mountain bike trails. Mountain biking has become very popular, and more groups from the Twin Cities are searching for locations within 60-90 minutes from the cities. Matt mentioned that there are well-funded groups in the Twin Cities who will build the trails.

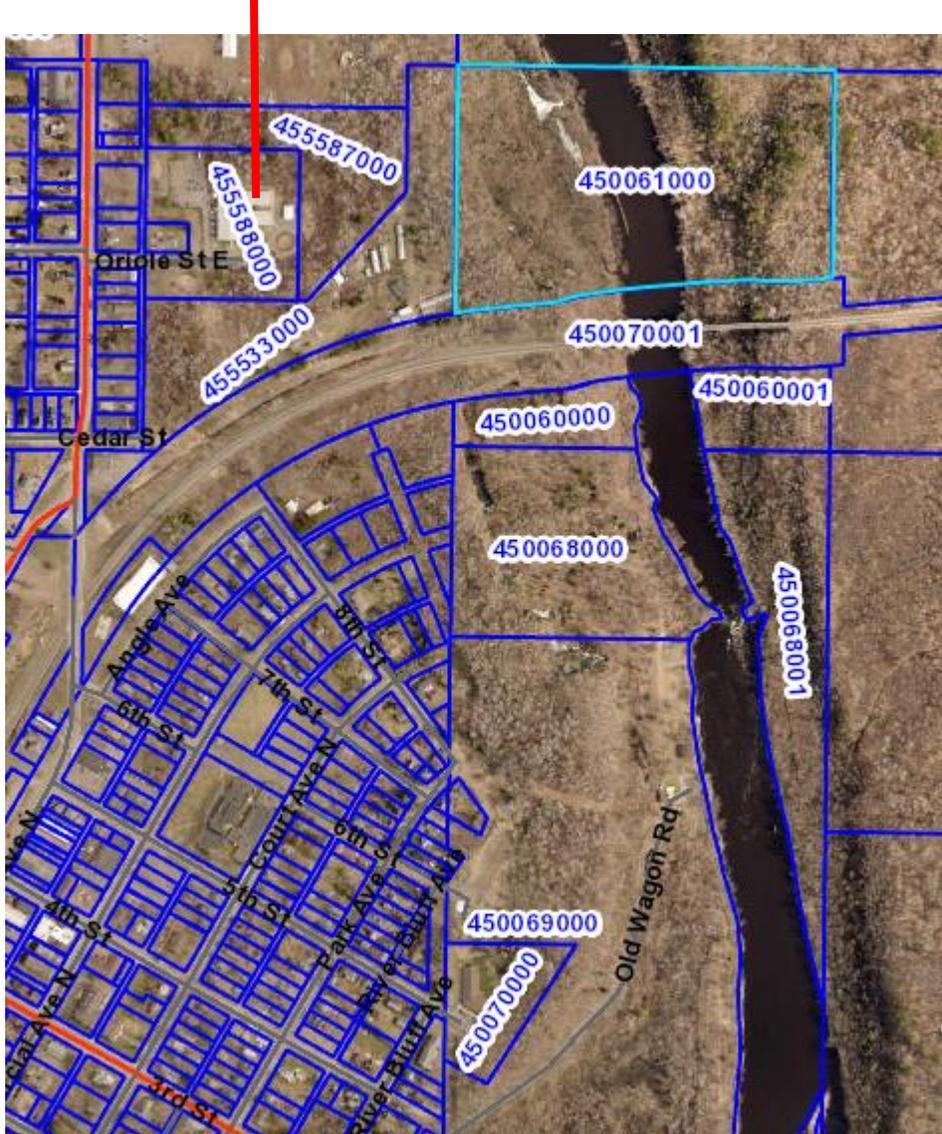
Trails can be built within a small area (switchbacks are popular). But, I'm especially interested in trails from the KREEC site (parcels 450141000, -2000, -3000 and -4000) that connect to the DNR parcel (450149000) or the city's water treatment parcel (450095000), and travel into Robinson Park along the river and continue north. The airport building location in the medical business park might make a good parking lot and starting point with trail maps (they'd have to bike along Airport Road to reach KREEC) unless there is a suitable parking location at KREEC, or the Robinson parking lot could be a good northern starting point. If there were a way to pedal bikes up the bluff on the north end of Robinson, there could be a connection with the John Wright building through the east end of the county's land (I haven't explored the bluffs at this spot, but it may be too vertical in this location).

I use Robinson's trails for running every week (even in the winter) and sometimes daily in the summer. I've always felt there are a lot of opportunities for more trails and longer trail loops, whether for hiking, running or mountain biking.

We thought we'd pass along the idea in case it hasn't been thought of before. I'd be happy to provide more information if there is interest.



John Wright Building



CITY OF SANDSTONE
Memorandum

TO: Park & Rec Commission
FROM: Kathy George, City Administrator
DATE: June 14, 2019
SUBJECT: Continuing Business – Train Park – **Updated Info**

BACKGROUND: Kettle River Watershed Mural Project – Carole Bersin plans to resume work on the mural this week, and continue every day possible until the project is finished. We must close out the grant by June 30th.

2019 Arts in the Park – Tuesdays in June (4, 11, 18, 25)

- June 4th went well – moderate turn out, threatening weather (which held off, for the most part)
- June 11th – Nathan Frazer
- June 18th – Kody Gerard
- June 25th – Miner Birds

Kiosk Project – The posters have been installed and “Information” signs have been added. It looks great – check it out!!

CITY OF SANDSTONE
Memorandum

TO: Park & Rec Commission
FROM: Kathy George, City Administrator
DATE: June 14, 2019
SUBJECT: Continuing Business – Angle Park

BACKGROUND: The eventual plan is to decommission Angle Park and moving the skatepark to another park.

The hockey boards were sold on the Public Surplus auction site for \$5. The bidder must remove the boards and haul them away. This work is planned to start Tuesday, June 11th.

CITY OF SANDSTONE
Memorandum

TO: Park & Rec Commission
FROM: Kathy George, City Administrator
DATE: June 14, 2019
SUBJECT: Continuing Business – Eagle Field – **Updated Info**

BACKGROUND: Previously, Lee Dybvig had agreed to create a new sign for the park, with the new name – Eagle Field. We need to follow up with him and work with him on what we would like the sign to say – just “Eagle Field” or more description? City of Sandstone – Eagle Field?? Is it a regulation-size softball field? Suggestions? **Lee created the sign – the Street crew will install it.**

CITY OF SANDSTONE
Memorandum

TO: Park & Rec Commission
FROM: Kathy George, City Administrator
DATE: June 14, 2019
SUBJECT: Other – Miscellaneous **Updates**

BACKGROUND: Pine Avenue – Big Spring Falls – City Engineer Steve Rose and Streets & Parks Supervisor Craig Hiler are working together to come up with a plan to improve the City's portion of the road, along with cost estimates.