

**PARK AND RECREATION COMMISSION
MEETING MINUTES
Friday, January 12, 2018**

Members present: Dave Barsness, Karry White, Mary Franklin, Tony Vavricka, Eric Sturtz;
Council Liaison Tim Franklin

Members absent: Dorothy Dybvig

Staff Present: Administrator Kathy George

Guests: None

Call to Order

Chair Barsness called the meeting to order at 8:10 a.m.

Agenda

Motion White, second Sturtz, to approve the agenda as presented. Motion passed 5-0.

Minutes

Motion White, second Sturtz, to approve the minutes of the December 8, 2017 meeting as presented. Motion passed 5-0.

New Business

- A. Commission Member Vacancy – Tesla Chester has resigned her position with the City and also with the Park & Rec Commission; therefore, a vacancy exists. City Code states that one member can be a student in a junior or senior high school and does not need to be a resident of the City. The Administrator was directed to put the word out to East Central School District, Harvest Christian School, and Facebook.
- B. Special Event Permit – Boy Scout Troop 67 – The City received a Special Event Permit Application from Boy Scout Troop 67. They plan to do a kayaking program with Hardwater Sports June 8-10, 2018, and would like to camp at Robinson Park.

After discussion, motion by White, second by Sturtz, to recommend the City Council approve the Special Event Permit for Boy Scout Troop 67 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 5-0.

- C. Group Camping Area – With the influx of requests for group camping, the Commission discussed designating a specific area for group camping. Several

possibilities were discussed. The DNR will need to be brought into the conversation because the Kettle River is a Wild and Scenic River. The Administrator will contact the DNR and set up a time for a meeting.

- D. Kettle River Mural Project – Local artist Carole Bersin was working with the Thriving Communities Initiative on a mural project. The concept consists of four 6’x8’ panels that would depict four phases of the history of the Kettle River Watershed – geological, native peoples, industry and commerce, and recreation. It was originally thought that the mural can be placed on the side of the Fire Hall; however, it was decided that was not the best place for the mural to be exhibited. The Commission discussed the possibility of displaying the mural in Train Park. Other possible locations were discussed as well – Angle Park, by Phase, upper Robinson Park. Commissioners expressed support for the project, stating that they will work with Bersin on the desired location.
- E. Commercial Use of City Parks – At the December meeting, Commissioners had discussed charging a fee for those using Robinson Park for commercial purposes. The Administrator informed the Commission that City Code 815.15 does, in fact, impose a fee, with the City’s Fee Schedule stating “3 events or fewer, \$50/year; more than 3 events, \$100/year”. It was noted that the University of Duluth has been bussing about 60 students down to Robinson Park every Wednesday for classes. The Administrator will contact the instructor and make him aware of the requirements.

The City Council had asked the Park & Rec Commission to discuss whether or not City Code 815.15 should apply to all City Parks, not just Robinson Park. Consensus of the Commission was that it is not necessary at this time to impose fees at the other City parks.

Continuing Business

- A. Legacy Grant Review – Candace (WSB) was consulted about the pending grant round. The City should have \$60,000 saved up by 2019 to match the Legacy funds. Commissioners discussed priorities, stating that handicap accessibility, paved walking trails, and bathrooms are all priorities. It was thought that perhaps the bathroom problems could be addressed through improved maintenance practices. The Administrator will ask Candace for a draft plan to review at the February meeting.
- B. Angle Park – The Application for the Purchase of Land has been submitted to BNSF. Cathy Clune with BNSF is working on the city’s application. She informed staff that BNSF has a new reviewal process, which adds extra steps. Clune plans to circulate the request amongst the various departments today (January 12th). Hopefully, we will know more by the February meeting.
- C. Hockey Rink Update – Firefighters and community volunteers worked on spreading out the liner and flooding the rink on December 30th. When the liner was being unrolled, a 12’ gash was discovered. They proceeded with flooding the rink, using flex tape to close up the gash. Blue Lake Plastics was contacted; however, they claim that the installers (us) caused the problem. Firefighters went to flood it again on

- January 8th and found that someone had been skating on the rink and they tore the liner by the gate; therefore, the firefighters did not attempt to flood. Now, the snow that came yesterday will have to be cleared off the rink before any more flooding can occur.
- D. Gin Pole – Mikrot will get quotes to repair the base Ice with cast-in-place concrete in the spring.
 - E. Stage at Robinson Park – Mikrot will get quotes in the spring to (1) repair what's there, or (2) build a new stage over the existing structure.
 - F. Rink Maintenance & Warming House Attendant – The City hasn't received any more applications for the position.
 - G. KREEC Site – Commissioners reviewed the Stewardship Plan that was completed in 2000 for the property. Trails and campsites were recommended for development in one area. Tree plantings could be done in three other areas. Options will continue to be discussed.
 - H. Tree Board Fund – Commissioners received an update on funds available to the Tree Board. As of 12/31/2017, the fund balance is \$36,476.38. The timber harvest of portions of the KREEC and Industrial Park sites will bring another \$19,000 this summer.
 - I. Camping Registrations – There were no registrations for camping during the month of December. Total for 2017: 81 registrations for 118 days of camping.
 - J. MN Climbers Association Report – Correspondence from the MCA President was shared with the Commission. Ice Fest was held last weekend and was very successful, with about 200 people participating. Climbers were seen out and about – at Sprouts, the Gas Light, Rich's, Amy's.

Other

Ice Climbing at Robinson Park was included in an article of the January-February 2018 edition of the *Minnesota Conservation Volunteer* magazine. The title of the article is "Snow and Ice and Everything Nice – When winter moves in, Minnesotans get out and enjoy it."

Inspection forms for Robinson Park and Johnson Park were turned in. Lions Hill was also inspected; however, a form was not submitted.

Adjournment

Motion White, second Franklin to adjourn the meeting at 9:30 a.m.

Respectfully submitted,
Kathy George, City Administrator