

PARK AND RECREATION COMMISSION
MEETING MINUTES
Friday, April 12, 2019

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

Members absent: David Chasson

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

Guests: Mary Straka, DNR; Lee Dybvig

Call to Order

Chair Dybvig called the meeting to order at 8:05 a.m.

Pledge of Allegiance

Agenda

Motion Franklin, second Barsness, to approve the agenda as presented. Motion passed 6-0.

Minutes

Motion White, second Franklin, to approve the minutes of the March 8, 2019 meeting. Motion passed 6-0.

New Business

- A. Mary Straka – DNR – Dam Remnants – Straka was invited to discuss the dam remnants adjacent to Robinson Park in the Kettle River. She is new to the Moose Lake DNR office, but has served the DNR in many areas throughout the State over the years. She reported that she recently submitted an application for funding a project to address the dam situation because she had received phone calls from Commissioner Vavricka. She stated that, at this point, the plan is to look at the feasibility for a project and to conduct a hydrologic assessment of the river corridor affected by this dam site. She stated that this will be a public process and she asked for support when it comes time to hold public input sessions. Commissioners were very happy to hear that this important first step is being taken.

Straka stated that there are some short-term things that could be done. For example, looking at the plank work and also reshaping the boat ramps. She will research the file regarding any agreements the DNR has with the City regarding these items. She would like to meet at Robinson Park to look at these areas, once the snow has melted. She will contact Administrator George to set up the meeting.

Discussion turned to the condition of the boat ramp that is located by the main parking lot. Straka stated that it is not uncommon for boat ramps/water access points to “drop off” like the one in Robinson Park. Commissioners discussed placing signage at the location, perhaps letting the public know the length of the ramp. Lee Dybvig agreed to work with Streets & Parks Supervisor Hiler on this signage.

Commissioners asked that Straka be involved in the Legacy Grant project, if funding is awarded, since the next step would be designing the project details. Straka stated that she would like to be involved. She also noted that the DNR has Federal Recreation Program Funds that the City might be interested in for trail-related projects. These Federal funds can be used to match State grant programs as well.

- B. 2019 Arts in the Park – Events are being planned for Tuesdays in June – June 4, 11, 18 and 25. Commissioner Vavricka offered to line up the musicians. Commissioner Franklin will line up presentations/featured items. Commissioner White will work on promotion/advertising. Administrator George will line up food vendors and restroom facilities.
- C. 2019 Spring Clean Up – Commissioners discussed when to hold spring clean up for City Parks. Last year, it was held on April 28th. This year, Commissioners thought it would be better to hold it in mid-May. It was decided to hold Spring Clean Up on Saturday, May 18th from 9:00 a.m. – noon. George will communicate that to the Girl Scouts to see if they are interested/available to participate.
- D. Robinson Park – Ice Park Infrastructure – The City received a request from James Loveridge, MN Climbers Association, to consider a couple of projects. MCA would like to pursue the possibility of moving the Hydrant Shed closer to the cliff top water entry point. This would eliminate having to run out 600’ of hose to get water to the ice farming system. Commissioners and Hiler noted that the problem is with the bedrock. An option may be to create an above-ground permanent structure for the water, which could be shut down when not in use. Hiler suggested PeopleService contractor Alex Leger explore whether or not the shed could be moved.

The other project involves getting electric power to the Hydrant Shed. George will get a cost estimate from the power company.

- E. St. Croix State Park Renaming – The Commission was made aware of an effort at the Legislature to rename the St. Croix State Park. Pine County Commissioners will be considering a resolution asking for the name change language to be deleted and for there to be an opportunity for public input before renaming the park. After discussion, **motion by Dybvig, second by White, to adopt a similar resolution on behalf of the Park & Recreation Commission and further to recommend the City Council also adopt a similar resolution. Motion passed 6-0.**
- F. Special Event Permit Application – Farmers Market - The City received a Special Event Permit Application from Cheryl Jones on behalf of the Sandstone Area Farmers Market. They propose to use the parking lot across from the bowling alley, adjacent to Train Park on Saturdays from July 13th through October 26th, 8:30 a.m. – 12:30 p.m.

Last month, the Commission discussed the budget of \$750 for the Farmers Market. The City has been spending over \$1,000 for the past few years, mostly due to the cost of a port-a-potty. The Commission discussed placing one toilet in Train Park for the entire summer, rather than bringing one each week for the Farmers Market. The City

then also places a toilet in Train Park for each Arts in the Park event. George Castonguay provided information for comparison purposes. In 2018, the cost to bring a toilet each week (14 weeks) for the Farmers Market was \$1,050. In 2019, if a regular toilet were placed in Train Park from June through October, with weekly cleaning services, the cost would be \$836. If a handicap accessible / ADA toilet were placed for that same period of time, with weekly cleaning service, the cost would be \$1,760. **After discussion, motion by White, second by Franklin, to have a handicap accessible / ADA toilet placed in Train Park from June through October for \$1,760. Motion passed 6-0.**

Commissioners then discussed the practice of paying for advertising for the Farmers Market. Some felt that the expense was worthwhile because the Farmers Market brings people into town. Others felt that it is not appropriate for the City to pay for advertising for one entity that perhaps competes with a local business who pays taxes and pays for their own advertising. Commissioners Franklin and White abstained from the discussion since Franklin's husband owns the local newspaper and White is an employee of the local newspaper. **Motion by Dybvig, second by Barsness to set an advertising budget for the Farmers Market at \$150 for 2019, but to notify the Farmers Market that the City will no longer be paying for their advertising after 2019. Motion passed 3-1 (Dybvig, Barsness, Sturtz in favor; Vavricka opposed).**

The Park Commission recommends the City Council approve the Special Event Permit Application for the Farmers Market.

G. 2020 Park Fund – The Park Commission has been reviewing the Park Fund budget in preparation for the 2020 City Budget process. Administrator George explained that the City Council approved the Park Commission's request to allocate unspent Park Fund amounts each year to Restricted Cash – Park Fund Balance effective with the year-end 2018 budget vs. actual amount of \$11,971. Overall, Commissioners felt that the budget is sufficient. George will proceed accordingly as the City begins working on the 2020 budget. Commissioners expressed appreciation for being brought into the Park Fund Budget discussion.

H. Lions Hill Chalet – At the March meeting, needed improvements were discussed; such as:

- 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.

Since the March meeting, the furnace had to be replaced because it was determined that the furnace was not burning the natural gas properly. The work was completed by D&E Heating for a cost of \$2,195. Commissioner Franklin noted that there is a perfectly good furnace in the Hockey Rink warming house building. Hiler appreciated the information and noted that perhaps this furnace can be repurposed elsewhere.

Administrator George reported that D&E stated that the chimney has significant rust and should be replaced before next winter. They provided a cost estimate of \$850 for this work. They also said that the roof shingles need to be replaced and that an electrical review of the building should be done.

Warming House Attendant Barb Heil also made a list of needed improvements:

- Windows need repair
- Trim needs repair
- Duct work in bathrooms need repair
- Paint inside and out is needed
 - o Trim outside the chalet
 - o Floor inside
 - o Deck outside – front and back
 - o Windows inside and outside
 - o Railings – front and back
 - o Benches outside

It was noted that more shelving for the skates is also needed. Many skates are still being stored at the Hockey Rink warming house because of space limitations.

Commissioners discussed ideas regarding how best to accomplish these projects. Commissioner White offered to contact the Boy Scouts to see if perhaps an Eagle Scout candidate would be interested in helping out. Hiler and George will work together to create a plan for implementing these items. The Sandstone Lions Club may also be interested in helping.

- I. City Code 960 – Special Events – This item was tabled until the May Park Commission meeting.

Continuing Business

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

Legacy Grant Application – Robinson Park – Nothing new to report

KREEC Site Redevelopment – David Chasson, Dave Barsness, and Administrator George met to discuss the future of the KREEC site. It was decided to hold a meeting with stakeholders on April 22nd at 4:00 at the property. Stakeholders include the snowmobile club, ATV club, DNR, Soil & Water Conservation, Park Commissioners, interested Councilors. Commissioners discussed the property with DNR Representative Mary Straka. She expressed interest in working with the City to provide advice and possibly planning assistance. She suggested the City research any grants that were used to obtain the property, in case there are any stipulations.

Kettle River Watershed Mural Project – The grant deadline is 6/30/2019. Work is expected to continue as whether permits.

Angle Park – Nothing new to report

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

Gin Pole – No additional updates.

Stage at Robinson Park –We will continue to work with Mike Johnson on the possibilities as weather permits.

Train Park Kiosk – Work continues for designs of the following:

- City Parks
- Robinson Park
- Directory of Businesses in town
- Directory of non-profits and service organizations in town
- Quarry Days
- History of Sandstone

At the March meeting, Commissioners agreed to help with the Directory of Businesses, Non-Profits, and Service Organizations. Commissioners Franklin, Chasson, and Sturtz turned in their pages/updates. Commissioner Vavricka will turn his in as well. The goal is to complete the project by the end of April.

Robinson Park Camping Statistics – No camping was reported for March.

Other – Administrator George reported that the DNR is holding a meeting on April 30th at 9:00 a.m. at the St. Croix State Park Visitors Center. Discussion topics will cover:

- DNR permitting for CSAH 61-Willow River Box Culvert Project
- DNR priorities for the region
- DNR land management plan/ownership/no net gain/Strategic Land Asset Management (SLAM)
- Sustainable Timber Harvest Report
- Oberstar segment of the Munger Trail

Commissioners were encouraged to attend.

Adjourn

Motion Barsness, second White, to adjourn the meeting at 9:40 a.m. Motion passed 6-0.

Respectfully submitted,
Kathy George, City Administrator