

**PARKS AND RECREATION COMMISSION
MEETING MINUTES**

Friday, April 9, 2021

This meeting took place via Zoom Video Conference

Members present: Dorothy Dybvig, David Chasson, Karry White, Dave Barsness, Oliver Dykstra, John Gaede, Tony Vavricka

Members absent: None

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

Other: Council Liaison Val Palmer

Call to Order

The meeting was called to order at 8:30 a.m. by Chair Dybvig.

Approve Agenda

Motion Barsness, second Dykstra, to approve the Agenda with the addition of Service Agreements. Motion passed 7-0.

Approve Meeting Minutes

Motion Gaede, second Barsness, to approve the minutes from the March 12, 2021 meeting. Motion passed 7-0.

New Business

Memorial Tree Garden - Last winter, Mary Thorvig had made the suggestion that the City designate a space to create a memorial tree garden so that people could plant trees in memory of loved ones when they pass. The Park Commission wanted to revisit the idea in the Spring and come up with an appropriate location. Mary Thorvig has since passed away.

Commissioners discussed designating space at Eagle Field, beyond the outfield area. Commissioner White will check with Happy Land Tree Farms for a list of appropriate types of trees for the space. Administrator George and S&P Supervisor Hiler will look at the property more closely.

Motion Dykstra, second Barsness, to create the Mary Thorvig Memorial Tree Garden at Eagle Field. Motion passed 7-0.

Service Agreements – Each year, the City has been entering into Service Agreements with the Sandstone Flower & Garden Club for \$500 and with the Old School Art Center for \$1,000. These amounts are included in the Park Fund budget. In return for these funds, the Sandstone Flower & Garden Club takes care of the gardens in front of the Post Office and the Evangelical Free Church, the Veteran’s Memorial garden, and they plant and place the flower barrels throughout the downtown area. OSAC provides a venue for artists, including performing artists, space for meetings and social gatherings, art classes and presentations.

Motion Dykstra, second Dybvig, to approve the 2021 Service Agreement with the Sandstone Flower & Garden Club for \$500. Motion passed 7-0.

Motion Barsness, second Gaede, to approve the 2021 Service Agreement with the Old School Art Center for \$1,000. Motion passed 7-0.

Continuing Business

2021 Events – The Commission discussed the following events for 2021:

- Park Clean Up - April 22 Earth Day: Activities are scheduled for Friday, April 23rd, and Saturday, April 24th. A poster is running in the *Pine County Courier* and the *Evergreen*. Participants are invited to gather and clean up the various City Parks on their own timeline. Refreshments will be served on Saturday at noon at Train Park. Trash bags and gloves will be available at each park.

Commissioners inspected their various parks to come up with tasks to accomplish. Angle Park has some trash, not much. Lions Hill will take about 30 minutes of time to clean up. Noting remarkable at Eagle Field. Commissioner Barsness is planning brush removal at Robinson Park. He anticipates help from Minnesota Climbers Association members. Johnson Park looks good. Train Park will need some trash pickup.

Commissioner Dykstra is working to organize a group from his work to participate on Friday. Cassie Gaede has a group from the National Honor Society who can help out at Robinson Park.

On Saturday, Commissioner Dybvig will be at Train Park, Commissioner Gaede will start out at Panther Park and then join Commissioner Barsness at Robinson Park. Commissioner Dykstra will be at Lions Hill. Commissioner Chasson will start out at Angle Park and then head to Robinson Park. Administrator George will bring pizza and water to Train Park at noon.

- Arts in the Park
 - June 1
 - June 8
 - June 15
 - June 22
 - June 29

Commissioner Vavricka will line up the musicians. Commissioner Chasson is working on inviting other organizations to be featured; such as, Dollars for Scholars, Osprey Wilds, and perhaps Lee Greenly. Administrator George has secured the Dairy Association to sell ice cream and the Legion to sell food. OSAC will provide art projects. National Honor Society students will help with the art projects. The schedule will be included in the City newsletter and in the local newspaper. There was some discussion about whether to allow food trucks; however, it was felt that the crowd size does not warrant additional food vendors at this time.

- National Night Out - August 3: Administrator George is contacting speakers to get things set up.

- Quarry Days - August 13-14: The Chamber has been informed that the Commission would like to have an information booth this year to highlight all of the City parks.
- Robinson Park Fall Clean Up: This is typically held in September/October. Commissioner Barsness will coordinate with the climbers.
- Oktoberfest - October 2: Commissioner White will touch base with her contact to see when they would like to start the planning process.

Panther Park -

The Open House was held on March 18th. Comments/input was received from about 20 people (including Park Commissioners). The New Playground Task Force went back and forth a bit to come up with the desired park features.

The grant application for the skatepark was submitted to the Minnesota Amateur Sports Commission. It was due March 15th, but then they extended the deadline to April 15th. This program is a 50/50 split.

Budget Breakdown for the Skatepark Grant:

Item	Cost
Move existing skatepark	4,000.00
New DIY Spine	4,960.00
Paint/Add enclosures under ramps	7,400.00
Concrete Pad & Dirt work	51,000.00
TOTAL PROJECT BUDGET	67,360.00
Grant Request	33,680.00
City Match	33,680.00

The grant application for the playground, bathroom, benches, picnic table, bike repair station, drinking fountain, etc. has been submitted to the DNR. It was due March 31st. Commissioners reviewed the drawings of the playground features. This grant program is also a 50/50 split.

Budget Breakdown for the DNR Grant:

Facility (e.g. picnic area, campground, walkway, shelter, restroom)	Description (linear feet, dimensions, material used, number of components, etc.)	Cost	Expected Completion Date
Playground Features (GameTime)			
Custom RockScape Climber	(qty 1), 40' x 30', durable recyclable materials, 17 components	22,487.00	8/31/2022
Modern City X Series MCX3Si play feature	(qty 1), 47' x 36'7", durable recyclable materials, 50 components	79,364.00	8/31/2022

PT18024 Firefly play feature	(qty 1), 25' x 23', durable recyclable materials, 24 components	15,395.00	8/31/2022
PrimeTime Swing Frame & Seats	(qty: 1 frame, 2 add-a-bays, 1 Nexgen Swing seat package, 1 Expression Swing w/Adaptive seat, 1 Expression swing tandem, 1 Expression swing), 37' x 25', durable recyclable materials	8,309.00	8/31/2022
28016 Picnic Table	(qty 1), 8', durable recyclable materials	1,605.00	8/31/2022
T108I Bench	(qty 4), 6' duraclad w/back thermocoat	2,380.00	8/31/2022
KP53SWPFFP Kay Park Drinking Fountain	(qty 1), single height w/pet attachment, freeze proof	4,576.00	8/31/2022
MBRSCM Kay Park Bicycle Repair Stand	(qty 1), 52 5/8"H x 18"W x 1 7/8" L, powder coated	937.00	8/31/2022
4862 Playground Border	(Qty 53') durable recyclable materials	2,968.00	8/31/2022
161290 Geo-Textile 2250 sqft roll	(qty 3)	2,097.00	8/31/2022
5674 Recycled Loose Fit Rubber Playground Surface	6" depth	19,950.00	8/31/2022
707 Heavy Duty Bicycle Rack	(qty 2) 5' wide, galvanized industrial grade steel	742.00	8/31/2022
GameTime Owners Kit		60.00	8/31/2022
Material Surcharge		5,574.79	8/31/2022
Freight		8,142.60	8/31/2022
Installation		27,190.00	8/31/2022
GAMETIME TOTAL		201,777.39	
Concrete			
8' wide walking paths	(qty 1,792 sf)	13,440.00	8/31/2022
Picnic Area	(qty 1,344 sf)	10,080.00	8/31/2022
Bench/Bike Rack Areas	(qty 496 sf)	3,720.00	8/31/2022
Handicap Parking	(qty 2, 400 sf) handicap parking spots will be designated on the street for curb-side parking, with two handicap accessible curbs located adjacent to the two fence openings	3,000.00	8/31/2022
CONCRETE TOTAL		30,240.00	
Basketball Court			
Concrete Slab	(qty 1) 50' x 60', 4" thick w/#4 rebar	22,500.00	8/31/2022
DuraCourt Tiles	12"x12" seamless design, includes paint, installation and freight	18,400.00	8/31/2022

60" Adjustable Basketball Hoops	(qty 2) adjustable hoops	3,749.00	8/31/2022
BASKETBALL TOTAL		44,649.00	
FENCING			
Alumi-Guard Ornamental Fence	562' of 4'-high 3-rail black industrial grade; all posts set in 12"x48" concrete footing; includes two 4'-wide walk through areas	28,611.00	8/31/2022
Trex Seclusion Fence	330' of 6'-high brown commercial grade composite fence; all posts set in a 12"x48" concrete footing	33,553.00	8/31/2022
FENCING TOTAL		62,164.00	
Trash receptacles: Narrow Trash Small Door Access (from By The Yard)	(qty 4) 15"x26"; 44" high; 23-gallon container, recycled plastic, color coated stainless steel hardware, aluminum reinforced	1,556.00	8/31/2022
Bathroom	(qty 1) 8'x10'; price includes sewer, water, excavation, concrete (footings, poured wall, slab and sidewalk), plumbing, electrical	35,073.00	8/31/2022
Removal of existing asphalt		2,550.00	8/31/2022
Removal of 6 existing trees		3,020.00	8/31/2022
Plant 4 new trees		2,000.00	8/31/2022
GRAND TOTAL		383,029.39	
City Share		191,514.70	
DNR Grant		191,514.70	

Parks are allowed in the Historic Downtown District with a Conditional Use Permit. The public hearing for the CUP will take place at the Planning Commission meeting on April 14th at 7:00 p.m. Notice has been put in the Courier and mailed to all property owners within 350 feet of the park parcels.

Eric Sturtz provided some rough drafts of Panther Park logos for consideration. Commissioners' feedback will be shared with Sturtz. The Commission would like to have a contest to choose the logo, getting the public more engaged.

Robinson Park

Climbing Clinic – Commissioner Barsness reported that he has talked with Lucas Kramer with the University of Minnesota – Duluth Recreational Sports Outdoor Program, about having a fall climbing clinic. He also corresponded with High School Principals at Pine City, Hinckley, Mora, Willow River and Moose Lake, volunteering to meet with them to provide information about how they could arrange clinics for their students. Commissioner Vavricka stated that he has the insurance required and can handle large crowds as well.

Camping – There were 6 registrations for 8 days of camping in March. Deputy Clerk Tyson is checking out the on-line registration systems used in Moose Lake and Crosby.

KREEC Site Update – Administrator George contacted the MN Land Trust to see if they are interested in a conservation easement for the property on the west side of Old Military Road. She is waiting to hear back. Commissioner Chasson noted that the whole property could be put into the conservation easement.

A meeting has been set up with Clarissa Payne from Banning and some DNR representatives on April 20th at 10:30 a.m. at the Big Spring Falls parking area to talk about extending a trail from Old Military Road to Pine Avenue. About 600 feet would go through DNR property. Commissioners were invited to attend, if they are interested/available.

Chasson then reported that Osprey Wilds will not be able to assist with creating an interpretive map of the park, identifying unique features. He will work with Commissioner Dykstra on some ideas. It was suggested perhaps a student intern at a local college may be interested in helping out.

Chasson suggested it might be nice to have the trails in the KREEC property completed so that when the Robinson Park Legacy Grant project is underway, people have more choices for hiking. Administrator George does not anticipate construction to start in Robinson Park until next year.

Regarding wetlands on the KREEC property, Chasson is working with Pine County Land & Resource Manager Caleb Anderson to determine if the 1st proposed creek crossing is actually a wetland. If not, he thinks a rustic boardwalk could be constructed for about \$1,000. The other two crossings, Chasson stated, could remain rugged terrain. S&P Supervisor Hiler is working on adding steps to the existing bridge.

Other

The following Special Event Permits have been approved by Administrator George:

- Sandstone Flea Market by Fire Hall
 - April 1 through October 31
 - Dates and times vary – no schedule was provided
- Allen's Hope – Laurie Audette

- May 8 from 10:00 a.m. – 12:00 p.m.
- Chalk coloring on sidewalk on Main Street between Arlen Krantz Ford and Rich's Bar
- Estimate 50 participants

Administrator George reported that she is working with a property owner who is planning to remove trees on his property to make way for indoor storage units on property zoned Prospective Interchange Development District. The property owner will plant new trees in accordance with City Code 830.

Adjourn

Motion Chasson, second White, to adjourn at 9:45 a.m. Motion passed 7-0.

Respectfully submitted,
Kathy George, City Administrator