



## PARK BOARD MEETING MINUTES

Tues., Mar. 27, 2018  
7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Lowell Enerson, Supr. Suzanne Van Mele, Jodie Duntley, Jim Freund  
Members Absent: Jane Hawkins (excused), Alicia Schneider (excused)  
Others Present: Park Ranger Ron Roen, Patrick Beilfuss of Cedar Corp.

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### **Call to Order**

Chair Berke called the meeting of the Town of Troy Park Board to order at 7:00 p.m.

#### **1. Public Comment**

Request for comments by Chair; no comments made.

#### **2. Approval of Minutes, including review & discussion**

The Feb. 27, 2018 Park Board meeting minutes were reviewed. Amend p.2, b) under Glover Park, 2<sup>nd</sup> paragraph to read "He met with St. Croix Electric who committed \$50; also then submitted for \$500 community grant." Member Enerson moved to approve the amendment of the Feb. 27, 2018 Park Board minutes; second by member Van Mele. Motion unanimously carried. Amend agenda item 5 to read: "Member Freund prepared the final 2018 budget. Will look at again in March." Strike the remaining. Member Freund moved to approve the amendment of the Feb. 27, 2018 Park Board minutes; second by member Enerson. Motion unanimously carried. Member Enerson moved to approve the minutes of the Feb. 27, 2018 Park Board meeting with the amendments; second by member Duntley. Motion unanimously carried.

#### **3. Park Ranger Summary and Report** – Ron Roen

Parks have been quiet. First part of March was busy at ramp, and much less activity reported now. Glover Park activity includes walkers on trails. Patrolled 54 hours in March; patrol to increase in April, moving to "summer hours" to approx.. 90 hours among the 3 Rangers. No problems to report. Supr. Van Mele moved to accept the Feb. 2018 Park Ranger report; second by member Freund. Motion unanimously carried.

**Ranger Enforcement Action Summary:**

<b>Mar. 2018</b>	<b>Pemble's Access</b>	<b>Cove Boat Ramp</b>	<b>Glover Park</b>	<b>Totals</b>
Citations Issued:	0	0	0	<b>0</b>
Warnings Issued:	0	0	0	<b>0</b>

**4. Budget Review of Park Revenue/Expenditures; Expenditures & Funds, year-to-date 2018; Approval of Invoices**

The 2018 park revenue and expenditures through Mar. 2018, as prepared by the Town Clerk, were reviewed, as follows. Income: \$523.21; expenses: \$5,471.90; impact fees available: \$136,217.00; county park fund balance: \$57,031.43; and 3-year CD is closed. Member Freund moved to approve the income and expenditures through Mar. 2018 as tabulated by the Town Clerk; second by member Duntley. Motion unanimously carried.

**5. Review and discuss, 2017 final expenditures and budget detail including 2017 actual detail**

Member Freund presented the final 2018 budget detail. Revenue collected in 2017 was 81% of budget. Possible error on the park cleaner wages-the wage doubled over one year; Member Freund will check with Clerk. Buckthorn removal expenditure was 3-4 times what was expected; extra funds needed were taken from trail maintenance. True expenses were 97% of the budget – no capital items.

**6. Park & Recreation Reports**

**Cove Boat Ramp:**

**a. Discuss and consider, boat ramp permit, display on user's vehicles/trailers**

Rangers discussed and decided that current system works well. Consensus is to continue current system.

**b. Discuss and consider, activity**

Quiet as the ice is melting.

**Glover Park:**

**a. Discuss and consider, multipurpose building update- Lowell Enerson**

Sub Committee Chair Enerson met with Patrick Beilfuss of Cedar Corp. who has since talked to Beth Norquist of the DNR and has a new plan – recommendation is to submit two separate grants. Cedar Corp. will charge \$500 for each application preparation and submission.

**b. Discuss and consider, DNR stewardship grant-Patrick Beilfuss, Cedar Corp.**

Patrick Beilfuss met with Beth Norquist of DNR and she suggested submitting two separate grant applications as follows: new development grant (multipurpose building); and, a trails maintenance grant. Trail portion would go to different grant program within the stewardship program— Recreational Trail Act (RTA). Priority given to rehabilitation of existing trails.

“Connectivity” is new grant category this year; should explain that Glover Park is on marked bike route that connects 2 urban areas, River Falls and Hudson; new grant will also reference the St. Croix County Bicycle and Pedestrian Plan that was adopted by the county in May, 2017. Funding, if awarded, from the Fred C. and Katherine Andersen Foundation grant would improve ranking as DNR likes to see 50% or more of the town’s share funded through other organizations. Cedar Corp. architects are going through last year’s costs and will update if needed. Chair Berke reported that Westconsin Credit Union donated \$1500, with current total of \$3,050 from 3 sources has been contributed to the project.

Impact fee discussion. Discussion on trail width; DNR has no width requirement. Consensus is to aim for 8’-10’ wide; want to minimize tree removal. Map from Cedar Corp. does not show all of Eagle Trail. Consensus is to include all of Eagle Trail, making the far southern section 5’- 6’ wide. Patrick and Rob Jones can meet up with Chair Berke and members Duntley and Enerson to walk that section. Discussion on trail construction methods.

Member Freund will work with planner on trail history. Bid process and grant funding discussion. Both DNR grants due May 1; resolution to be considered for adoption at April Town Board meeting. Could call a special meeting if needed. Patrick will put together spreadsheet of revised costs, what’s eligible for grant funding, and Town’s share.

Member Enerson moved to recommend to the Town Board submittal of 2 DNR grants: trail maintenance RTA (Recreational Trail Act) grant and the new development grant for the multipurpose building, based on updated figures for both from Cedar Corp. for the April Town Board meeting; second by member Freund. Discussion. Motion unanimously carried.

Member Duntley moved we accept the two \$500 fees for Cedar Corp. for the two grant applications; second by Supr. Van Mele. Discussion. Motion unanimously carried.

**c. Discuss and consider, status of Fred C. and Katherine Andersen Foundation grant and other contributions**

Supr. Van Mele reported that grant status notification should available by May 1.

**d. Discuss and consider, season preparation and ball organization use applications for 2018 ball season-Lowell Enerson**

Teams have paid their \$100, supplied insurance, and have summer schedule.

**8. Ordinances changes to Chapters 109 and 39-Supr. Van Mele**

Reviewed proposed ordinance changes. Ask Town Attorney to change resolution to add Pemble's and boat ramp under damages (109-7.I and 109-12.P). Supr. Van Mele moved to add Pemble's Access and Cove Boat Ramp to the Parks and Recreational Facilities violation for damage to property of \$100; second by member Duntley. Discussion. Motion unanimously carried.

**7. Correspondence**

None to report.

**8. Announcements and request for future agenda items**

Annual meeting is April 17, Chair Berke to present annual park board report. Discussion about report content; to include the multipurpose building and trails rehabilitation grant process/status, the number of people that use the parks, number of baseball participants.

**9. Adjournment**

Member Enerson moved to adjourn the meeting; second by member Duntley. Motion unanimously carried. The Mar. 27, 2018 meeting of the Town of Troy Park Board adjourned at 8:32 p.m.

**Next Meeting:** Apr. 24, 2018

Respectfully submitted,  
Amanda Randall  
Secretary, Town of Troy Park Board