



PARK BOARD MEETING MINUTES

May 27, 2025

7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Mark Swanson, Supr. Dan Pearson, Adrian Missy, Caleb Johnson, Gary Sumner

Members Absent:

Others Present: David Carlson, Town Adm.; Doug Rowen, Town Chairperson

1. Call to Order

Chair Berke called the meeting of the Town of Troy Park Board to order at 7:04 p.m.

2. Public Comment

No public comment.

3. Approval of minutes, including review and discussion

The April 22nd, 2025 Park Board meeting minutes were reviewed. Correct typo on page 2, Glover Park c., paragraph 3 to read "updated the map." Member Swanson moved to accept the minutes as amended; second by member Missy. Motion unanimously carried.

Chair Berke introduced Administrator David Carlson to the Park Board and he provided some background on his previous experience and his current role.

3. Elect Chair, Vice Chair, and Secretary

Supr. Pearson presided over the election for Chair, Vice Chair, and Secretary. Member Swanson nominated Jill Berke for the office of Chair. Supr. Pearson called three times for other nominations. Hearing none, member Sumner moved to close the nominations for Chair and cast a unanimous ballot for Jill Berke; second by member Missy. Motion unanimously carried.

Member Sumner nominated Mark Swanson for Vice Chair. Supr. Pearson called three times for other nominations. Hearing none, Chair Berke moved to close the nominations for Vice Chair and cast a unanimous ballot for Mark Swanson; second by member Sumner. Motion unanimously carried.

Administrator Carlson requested to be appointed as Park Board secretary as he will be attending all meetings, and this will provide a cost savings to the Town. Town ordinance allows the Park Board to either designate an employee or an independent contractor to act as secretary. Administrator Carlson will

recommend the Town not pay current secretary Amanda Randall if the Park Board recommends her reappointment.

Chair Berke moved that the Park Board recommend to the Town Board to designate the independent contractor, Amanda Randall, for the position of secretary for 2025; second by member Missy. Supr. Pearson called three times for other nominations. Hearing none, nominations were closed, and secret ballot was cast. Amanda Randall was unanimously elected to serve as Park Board secretary. Ballots will be turned over to the Clerk's office.

5. Information presentation on changes to Town staff organization and process changes including 2026 Budgeting Process

Admin. Carlson discussed recent changes to staff. He reviewed the new budget process. The Park Board will act as a policy organization per ordinance and will no longer receive monthly financial reports; Park Board members had numerous questions about this change, including financial accountability and how to best make informed recommendations to the Town Board. Lengthy discussion followed. Doug Rowen provided more detail about the budget approval process. The bid process, work inspection, and interaction with contractors was discussed along with status of impact fees designated for parks and recreation. Practice of volunteer projects in the parks was also discussed.

6. Park Ranger Summary and Report, including discussion & review of monthly summary report

The April 2025 Park Ranger report was reviewed. Chair Berke noted two animal warnings. Member Swanson moved to approve the April 2025 Park Ranger report; second by member Sumner. Discussion. Motion unanimously carried.

Ranger Enforcement Action Summary:

April 2025	Pemble's Access	Cove Boat Ramp	Glover Park	Animal	Other	Totals
Citations Issued:	0	0	0	0		0
Warnings Issued:	0	0	2	2		4

7. Update on Park Ranger (Harvey Becker) replacement process

Ranger Becker is retiring. Admin. Carlson provided an update on the hiring process. Chair Berke will coordinate with Clerk's office on recognition for his years of service.

8. Update, discussion, and possible recommendations to the Town Board on:

- a. **Cove Boat Ramp:** Dock and gangway has been repaired by Windmill Marina. Public Works has been addressing downed trees, brush clearing & maintenance; need to follow riverway regulations. Parking spaces to be striped soon.
- b. **Pemble's Access:** Member Swanson reported all looks good, with use increasing as temperatures increase. Looks different without the ash trees.

Glover Park:

- c. Trail restoration project in Glover Park:** Project should be completed May 28, depending on weather. Chair Berke and Admin. Carlson to meet Hunter at the end of the project to review before he invoices. Member Sumner shared some pictures of the progress. JCE took care of the trees overhanging the trail.
- d. Invasive plant eradication:** Member Sumner updated the Park Board on the project. Admin. Carlson to contact the County Correctional Center to schedule the work crew for next month. Discussed long range plans for this project; Admin. Carlson believes a big project on invasives would have Board support. Progress on buckthorn eradication was discussed.

Chair Berke moved to recommend to the Town Board to contract with the St. Croix Correctional Center, with their supervision, to remove invasives that are indicated by the Park Board in Glover Park with a plan drafted by member Sumner with Admin. Carlson's review; second by member Johnson. Motion carried.

- e. Bicycle use in parks:** Chair Berke explained the work that's been done by subcommittee, which included input from Ranger Mose, on the ordinance and the history of the issue. Proposed ordinance changes were reviewed. Member Missy discussed proposed signage and barriers. Signage is a less expensive option; could add barriers in future if needed. Admin. Carlson suggested visuals for the Town Board presentation. Any restriction of recreation will need to be justified, such as erosion issues on trails. He will also look into the legality of the language on motorized wheelchairs.

Chair Berke moved to recommend to the Town Board to add under M. Motor Vehicles, (1) to read: "The term "motor vehicle" shall include any power-driven vehicle, such as motorcycles, mini-bikes, scooters, throttle controlled electric bikes, all-terrain vehicles (ATV's), snowmobiles, automobiles, trucks, etc." and to add #6 to read: "Bicycles, to include Type 1 pedal assist electric bikes, are permitted only on Omaha Access Trail, Eagle Pass, and defined section of Eagle Trail; specifically, not to allow bicycles on south section of Eagle Trail, west of Omaha Access, and southeast section of Eagle Trail where it meets Eagle Pass" and to add #7 to read: "Motorized wheelchair use is recommended on Eagle Trail and Omaha Access Trail" and to add appropriate signage in the park related to bicycle use; second by member Missy. Discussion. Motion carried with member Johnson abstaining.

- f. Neighbor Day Festival, dedication of Enloe bench and bike repair station:** The Board discussed postponing Neighbor Day festival plans until next year and focusing on the Enloe bench and bike repair station dedication. There was discussion on scheduling this in conjunction with an annual area fall bike festival. Member Swanson suggested holding the bench dedication soon and waiting for the bike event for the repair station. Admin. Carlson suggested the Town Board could honor the Hudson Hospital Foundation at a Town Board meeting. Chair Berke will reach out to Harriet Enloe on potential dates and will work with Admin. Carlson on publicity for bench dedication. Admin. Carlson

will work with Town Chair Rowen on acknowledging the bike repair station grant from the Hudson Hospital foundation. Memorial bench dedication to be on the June agenda.

g. Forest management plan, including removal of ash trees: Chair Berke referenced email correspondence from Josh with Premium Tree Protection Services regarding next steps for Forest Management plan, prepared by Andy Ciurro, DNR-Baldwin staff. Trees for removal/logging were marked last year by the contractor. Josh spoke with a logger who wants to look at the job sometime in June. Adm. Carlson is working with JCE Tree Service for proposal to remove ash trees in park.

9. 2025-30 Comprehensive Outdoor Recreation Plan update process: Admin. Carlson reviewed reasons for the plan and a timeline for updates. Discussion to continue at future meetings.

10. Correspondence: Member Johnson got a question from a non-resident about reserving ball fields; he will send them to Town staff.

11. Announcements and request for future agenda items: Admin. Carlson and Chair Berke will reach out for agenda items.

12. Adjournment

Member Swanson moved to adjourn the meeting; second by member Sumner. Motion unanimously carried. The May 27th, 2025 meeting of the Town of Troy Park Board adjourned at 9:36 p.m.

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