

**TOWN OF TROY
PARK BOARD MEETING**

Tuesday, March 31 2026

7:00pm

Troy Town Hall, 654 Glover Rd., Hudson, WI 54016

Phone: 715-425-2665

1. Call to Order
2. Resident Comment
3. Approval of Feb 24th, 2026 meeting minutes
4. Discuss and consider, Park Ranger Feb. Report

Park Reports

5. Cove Boat Ramp
 - a. Discussion and Possible recommendation to Town Board on allowing automotive access on the Boat Ramp in Winter
 - b. Activity
 - c. Dock and Gangway Installation
 - d. Report, Town Board approval of fee increases and plan to update sign
6. Glover Park
 - a. Discuss and consider plan to re-winterize the community building and preparation for pickleball court use
 - b. Discuss and consider renewal of agreement with ball organizations and recommendation to the Town Board
 - c. Discuss and Consider recommendation to the Town Board to purchase an accessible picnic table
 - d. Discuss and consider recommendation to the Town Board for the Storage Building and Hein Pavillion Roof Replacement
 - e. Discuss and consider sub-committee report – Little Free Library contest
 - f. Discuss and consider plan for 2026 continuation of invasives project
 - g. Discuss and consider plan to request proposals for mowing and maintenance
7. Pemble's Access
 - a. Discuss and Consider preparation for May 1 Season opening
8. General Park
 - a. Discuss and consider, 2026-31 Comprehensive Outdoor Recreation Plan (CORP) timeline
 - b. Discuss and consider recommendations to the Town Board policy standard for permanent commemoration to recognize outstanding service to the Parks.
9. Administrator Report
10. Park Chair Report
11. Correspondence
12. Announcements and request for future agenda items

13. Adjournment (next meeting April 28, 2026)

This is official notice that a quorum of the Town Board Supervisors may be present at the Park Board Meeting at the date, time and location above. This is not a formal meeting of the Town Board. The purpose of the Town Board Supervisors' attendance is to gather information. No formal discussion or action will be taken by the Supervisors. This agenda and meeting location are subject to change. The agenda posted at the Town Hall is the primary notice.



**TOWN of TROY
PARK BOARD MEETING
MINUTES**

January 27, 2026

7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Mark Swanson, Michele McElmeel, Adrian Missy, Caleb Johnson
Members Absent: Supr. Dan Pearson, Gary Sumner (both excused)
Others present: Administrator David Carlson

1. Call to Order

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

2. Resident Comment

No resident comment.

3. Approval of minutes, including review and discussion

The November 25th, 2025 Park Board meeting minutes were reviewed. Member Swanson moved to accept the minutes of the November 25th, 2025 meeting; second by member McElmeel. Motion carried.

4. Park Ranger Report

The December 2025 Park Ranger report was reviewed. It was noted that Ranger Gunderson's report was not included. Activity has been slow as it's been very cold; no citations or warnings issued. Member Johnson moved to approve the Dec. 2025 Ranger report; second by member Missy. Motion unanimously carried.

Park Reports:

5. Cove Boat Ramp

a. Discuss and consider activity at ramp

Activity has been limited and snow is being cleared for winter use access. Public Works plowed a path to the payment box.

b. Report, brush & tree clearing along parking spaces and adjacent to boat ramp

Chair Berke reported the parking area along South Cove Road down to the boat landing was cleared of brush and overgrown trees by JCE Tree Service the week of Jan. 12th; brush also cleared around the landing

6. Glover Park

a. Discuss and consider, activity level

Chair Berke reported low activity due to cold temps and snow; however, Eagle Trail and some wooded trails continue to get used by hikers as well as dog walkers.

7. General Park

a. Discuss and consider timeline for 2026-31 Comprehensive Outdoor Recreation Plan (CORP)

Pending parks project list, prepared by Chair Berke was reviewed. Chair Berke and Admin. Carlson to meet next week to continue the 2026-31 Comprehensive Outdoor Recreation Plan (CORP) update process. Berke will provide the Administrator specs and updated quote for picnic table to be placed next to the bike repair station.

Admin. Carlson reported that River Falls softball team has expressed interest in possibly using Glover Park fields for practice. Contract with Hudson and River Falls ball organizations has expired and needs to be update/renewed. He also got a potential lead on a logger for the Forest Management Plan/Project. Roof projects for storage building and Hein Pavilion to be bid out in the spring.

The Town is also ordering two more weed pullers for continued invasives removal projects. Matter related to brush cleanup from fall invasives project at Glover Park to be discussed at a future meeting when member Sumner is in attendance.

Chair will compile list of improvements and additions to Town parks and recreation over the past five (5) years for meeting with Adm. Carlson and asked members to also forward to her any parks improvements for the updated CORP. Chair Berke and member McElmeel worked on CORP survey questionnaire for resident input; to be mailed to residents to gather input to plan for future recreation needs and continued park maintenance. Chair Berke suggested sending out a postcard with link to questionnaire in similar manner as the previous CORP.

b. Discuss and consider parks fee schedule & recommendation to Town Board

Proposed changes to fees were reviewed. Discussed increasing annual boat launch fee from \$50 to \$100 for residents, from \$80 to \$150 for non-residents, and daily fee from \$6 to \$10 for Town residents; and from \$8 to \$15 for non-residents. There is no proposed change to the pavilion and community kitchen rental fees. Ball field and pickleball court reservation fees were added.

Admin. Carlson would rather see no reservations for the pickleball courts, but the Town has had multiple reservations for the North Pavilion where request has been made to reserve the pickleball courts. Admin. Carlson discussed the reservation process and if the pavilion should remain free for residents. Park Board consensus is to retain the no-fee option for residents. Discussed posting all the park reservations in a central location

at Glover Park; currently the Town posts at the pavilion being reserved. Member Missy moved to approve items c, d, e, f, and g on the Staff Recommended Fee Changes for Parks in 2026 chart; second by member McElmeel. Discussion. Motion unanimously carried. Recommendation to be referred to the Town Board.

There was continued discussion on increasing fees at the boat ramp. It was noted this is less than the City of Hudson ramp fees and that the rates haven't been raised in many years. There has not been any resident feedback on this yet. Admin. Carlson discussed DNR restrictions on rates; he will need to verify the rates comply with DNR rules and the required language. Member Missy asked that consideration be made for a lower fee rate for smaller boats as compared to larger boats. Member Johnson moved to table items a and b for Cove Boat Launch fees for resident and non-resident until the February meeting; second by member Missy. Motion unanimously carried.

c. Update report related to Chapter 109 ordinance changes including bicycle use in Glover Park

Ordinance changes have been sent to Town Attorney Ron Siler for review and will be considered for adoption at the February Town Board meeting.

8. Administrator's Report

Admin. Carlson reported the Town is working on preliminary design plans for the Town Hall expansion, members should think about if playground equipment or a pickleball court should be added as well.

9. Correspondence

Chair Berke reported that Jodie Duntley expressed her appreciation to the St. Croix Correctional Center and volunteers for removal of invasives last fall near their property and the park entrance garden shed. Member Swanson passed along a thanks to Public Works crew member Rick, who used a plow to push a neighbor's tree off the road near his residence. Member Johnson received a question from a resident on the weed pullers and if residents can check them out for personal use; Admin. Carlson said he's not against the idea, but we have no current mechanism for that. To be on a future agenda. YMCA communication was reviewed.

10. Announcements and request for future agenda items:

Contact Chair Berke with any items for Feb. 24 meeting. Future agenda items include Cove Boat Ramp fees, brush at Glover Park, potential parks/amenities at town hall, CORP, and 2026 fees for use of pavilions and kitchen.

11. Adjournment

Member Johnson moved to adjourn the meeting; second by member Swanson. Motion unanimously carried. The January 27th, 2026 meeting of the Town of Troy Park Board adjourned at 8:00 p.m.

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



**TOWN of TROY
PARK BOARD MEETING
MINUTES**

February 24, 2026
7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Mark Swanson, Michele McElmeel, Dan Pearson,
Adrian Missy, Caleb Johnson

Members Absent: Gary Sumner (excused)

Others present:

1. Call to Order

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

2. Resident Comment

No resident comment.

3. Approval of minutes, including review and discussion

The January 27th, 2026 Park Board meeting minutes were reviewed. Member McElmeel moved to accept the minutes of the January 27th, 2026 meeting; second by member Johnson. Motion carried with member Pearson abstaining, noting he was absent from the January meeting.

4. Park Ranger Report

The Park Ranger report was reviewed. Admin. Carlson will investigate the bathroom doors not locking automatically. Sandwich board sign for the boat ramp to be on the March agenda. Member Missy volunteered to reset the time on the camera monitors. Member Swanson moved to acknowledge the January 2026 Ranger report; second by member McElmeel. Motion unanimously carried.

Park Reports:

5. Cove Boat Ramp

a. Discuss and consider activity level

Limited use on the ice with the recent weather.

b. Discuss and consider, review research on suggested launch fee changes

Admin. Carlson reviewed the handout on daily boat launching fees for inland water facilities from the DNR. The base fee allowed is \$13 for Wisconsin residents and \$19 for non-residents; the current Town rate is \$6 for residents and \$9 for non-residents. Surcharges can be added for

restrooms and/or attendants, but the Town does not provide either. Historically, the town has included tax in the fee and then paid the tax. DNR defines “residents” as state residents, not Town residents. The annual pass fee cannot be more than 10x the daily fee, which would be a maximum of \$130 for state residents and \$190 for non-residents. Member Johnson reported he received some resident feedback on this issue, and was told if the annual pass was raised to \$100, the resident would just pay the daily fee or go elsewhere. Member Missy has issues with doubling the fees with no additional benefit to residents beyond trying to deter non-resident use. Chair Berke would like to see the rate the same as the City of Hudson, but member Missy pointed out that they have added amenities that the Cove Boat Ramp does not offer. Member Pearson agrees that doubling the rate seems excessive.

At last month’s meeting, the Park Board suggested daily rates of \$10 and \$15. Admin. Carlson discussed revenue and expenses at the boat launch and figured that to break even, the Town would need to charge \$9 and \$12. If the daily rate was set at \$10 and \$14, the Town could get slightly ahead and save for repairs. Member Swanson suggested \$10 and \$15 to make the math easier for everyone. The Town would need to order new envelopes and update the signage.

Member Swanson moved to recommend to the Town Board to set the daily pass rate at \$10 for residents and \$15 for non-residents; second by member Berke. Discussion. Motion unanimously carried.

Member Johnson moved to recommend to the Town Board an annual fee to be \$100 for Wisconsin residents and \$150 for non-resident; motion withdrawn.

Member Johnson moved to recommend to the Town Board to match the increase percentage for the daily fee and for the annual pass to be \$70 for residents and \$115 for non-resident; second by member Berke. Discussion. No action. Member Johnson amended his original motion and moved to recommend to the Town Board that the annual pass fee be set at \$70 for residents, and \$105 for non-residents; second by member Missy. Discussion. Motion carried 5-1.

6. Glover Park

a. Discuss and consider, activity level

Use is consistent.

b. Discuss and consider, report of Town Board’s action on revised fee schedule

Admin. Carlson reported that the Park Board’s recommendation on rental fees for use of the pavilions, community kitchen and pickleball court was approved by the Town Board at the Feb. meeting.

c. Discuss and consider, Little Free Library, including contest and installation

Chair Berke gave background on the former Little Free Library that an Eagle Scout built and placed at Glover Park. After it was vandalized, it was rebuilt and placed at the Town Hall; however, due to issues with water leakage, it was removed. Former Town Board and Park Board member began construction of a Little Free Library to place at the Town hall; however, project was not completed.

Chair Berke offered a plan to have a town resident contest to design and build a Little Free Library to install at Glover Park with guidelines set by the Park Board. Subcommittee of Chair Berke, members Johnson and Swanson to review plan/objectives. The Park Board will have final approval on the design and will make a recommendation to the Town Board. Member Swanson moved that the Park Board move forward with the Little Free Library project/contest for installation at Glover Park; second by member Johnson. Motion carried.

d. Update report, installation of recognition plaques for Jim Freund; and Hudson Hospital Foundation bike repair station donation

Recognition plaques to acknowledge 30 years of service to the Park Board by former member Jim Freund; and acknowledgement of donation from the Hudson Hospital Foundation used for the Bike Repair Station were approved in 2024 by the Park Board. Chair Berke presented verbiage for both plaques to members for consideration, followed by agreement on language with minor modifications. The hospital foundation plaque would be put on the bike repair station. The Freund plaque to be placed next to the Eagle Scout project plaque at kiosk next to the Hein Pavilion. Admin. Carlson noted that per Town ordinance all signage must be approved by the Town Board and he would like the Park Board to pick a standard for all park signage. In addition, he questioned if there are criteria for the Town approving a recognition plaque and what the decision-making process is. Chair Berke stated the Park Board did receive approval from the Town Board for the memorial/acknowledgement plaques, including the recognition plaque at Community Building/North Pavilion and the Enloe memorial bench plaque as most recent permanent acknowledgements.

Chair Berke moved that the Park Board recommend to the Town Board approval of the recognition plaque for former Park Board member Jim Freund, serving from 1993 to 2023, to be installed at Glover Park and a sign in recognition of the Hudson Hospital Foundation for their gift to the bike repair station at Glover Park. Chair Berke amended the motion to read: to recommend to the Town Board a standard for recognition signage and to recommend for approval the recognition plaques for Jim Freund, and the Hudson Hospital Foundation gift be installed at Glover Park. Motion died for lack of second.

Member Johnson moved to table the recommendation to the Town Board of the plaques until the March meeting contingent upon the Park Board approving a recommendation to the Town Board of a parks sign format standard. Motion died for lack of second.

Chair Berke moved that the Park Board recommend to the Town Board to approve the recognition sign for Jim Freund for 30 years of service and recognition of the Hudson Hospital Foundation for their donation to the bike repair station using the current recognition sign standard, and to place Jim Freund's plaque near the Eagle Scout recognition plaques at the kiosk next to Hein Pavilion; second by member Swanson. Discussion. Members Johnson and McElmeel had questions about the signage standard. Chair Berke stated there are other recognition plaques at Glover Park and the most recent two permanent plaques follow a general standard in color and materials. Motion unanimously carried.

7. General Park

a. Discuss and consider, 2026-31 Comprehensive Outdoor Recreation Plan (CORP) timeline

Admin. Carlson and Chair Berke met a few weeks ago and reviewed the timeline.

b. Discuss and consider review CORP survey questionnaire and mailer/card

Admin. Carlson apologized for not moving this forward and recommended contacting Cedar Corp. to work on this project. Chair Berke will reach out to Cedar Corp. for a meeting to discuss the 2026-2031 Comprehensive Outdoor Recreation Plan project, including a cost estimate. Members Missy and McElmeel will join Chair Berke on subcommittee. To be on the March agenda.

c. Review park and recreation improvements and additions, years 2020-2025

Chair Berke presented a comprehensive list of improvements and additions to the parks and recreation from the last five years. She asked other members to review and she welcomed feedback. She will add "continuing work on invasives in 2026" to the list.

d. Discuss and consider, Town attorney's review of modifications to Chapter 109 ordinance changes and possible recommendations to Town Board

Admin. Carlson explained that this is the official adoption from the Town Attorney using the Town's recommendations. Member Johnson noted that "reckless manner" was removed from 2.O Traffic Rules. Admin. Carlson will follow up with the attorney on this to either add that language or find out if he took that out for a reason. Discussed service animal language; this is the language in the ADA guidelines. This will be taken up at March Town Board meeting.

8. Administrator's Report

No additional report to give.

9. Park Chair Report

Chair Berke noted we're getting ready for the parks' busy season. Pemble's opens May 1st.

10. Correspondence

Chair Berke reported that she and her husband were served witness subpoenas related to a Sept. 2023 alleged DUI incident by a park visitor at Glover Park resulting in excessive damage to the entrance gate. A determination will be made at a date in March whether it will go to jury trial or be settled out of court.

11. Announcements and request for future agenda items:

Sandwich board sign, signage standards, CORP plans/questionnaire, invasives plan, ball team contracts all to be on the March or future agenda. The Park Board agreed to move the March meeting to the 31 per the Chair's request; member Johnson may need to attend virtually. He also asked to discuss allowing cars to use the boat ramp to access the river during the winter in the next couple months. Administrator may be ready to discuss in April or May about a potential park area near the town hall.

12. Adjournment

Member Swanson moved to adjourn the meeting; second by member Johnson. Motion unanimously carried. The February 24th, 2026 meeting of the Town of Troy Park Board adjourned at 9:02 p.m.

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

Town of Troy
Monthly Individual Park Ranger Report

Month and Year: _____February, 2026

Park Ranger Name : __Scott Gunderson_____

Ranger Activity Summary

	Hours	Mileage
Park Patrol	16.75	255
Admin.	0	0
Other		
Totals	16.75	255

Enforcement Action Summary:

	Pemble's	Bt. Ramp	Glover	Other	Totals
Citations Issued					None
Warnings Issued			2		None

OBSERVATIONS:

Dogs off leash at Glover.

Camera monitors are 1 hour and 6 minutes ahead of actual time.

Bathroom doors are not locking. I lock them each day on patrol.

Note: No Park Ranger meeting this month due to low activity.

Town of Troy
Monthly Individual Park Ranger Report

Month and Year: Feb 2026
Park Ranger Name: Marsha Mose

Ranger Activity Summary:

	Hours	Mileage
Park Patrol:	8.25	110
Admin:		
Other:		
Other Park Projects		
Zoning Activity		
Totals	8.25	110

Enforcement Action Summary:

	Pemble's	Bt Ramp	Glover	Animal	Other	Totals
Citations Issued:						
Warnings Issued:						

Items Noted for Town Board Attention:

Items Noted for Park Board:

Batrooms at Glover Park remain unlocked
Signage at boat ramp still unresolved

Other Comments, Etc:

Town of Troy
Park Ranger Incident Report

Ranger Name: <u>Chris Haroldson</u>			Page <u>1</u> of <u>1</u>	
Date: <u>2/19/26</u>	Time: <u>1300</u>	Location: ☐ Glover Park ☒ Cove Boat Launch ☐ Pemble's Access	Notified: ☒ T. Troy: ☐ Other: ☐ Log Only	Resolution: ☐ Citation ☐ Warning ☒ Other:
Description of Incident: <u>Semi truck took a wrong turn and got stuck on the</u> <u>S. Cove Rd hill on the ice/snow. Tow truck was called.</u> <u>The truck had tire chains and did some damage to</u> <u>the asphalt surface.</u>				
{ Dale Flaitz, Operations Mgr } { ABF Freight 657-452-1665 }				
Date:	Time:	Location: ☐ Glover Park ☐ Cove Boat Launch ☐ Pemble's Access	Notified: ☐ T. Troy: ☐ Other: ☐ Log Only	Resolution: ☐ Citation ☐ Warning ☐ Other:
Description of Incident:				
Date:	Time:	Location: ☐ Glover Park ☐ Cove Boat Launch ☐ Pemble's Access	Notified: ☐ T. Troy: ☐ Other: ☐ Log Only	Resolution: ☐ Citation ☐ Warning ☐ Other:
Description of Incident:				

Town of Troy
Monthly Individual Park Ranger Report

Month and Year: Feb, '26
Park Ranger Name: Chris Harrison

Ranger Activity Summary:

	Hours	Mileage
Park Patrol:	11.5	184
Admin:		
Other:		
Other Park Projects		
Zoning Activity		
Totals	-	-

Enforcement Action Summary:

	Pemble's	Bt Ramp	Glover	Animal	Other	Totals
Citations Issued:					0	0
Warnings Issued:					0	0

Items Noted for Town Board Attention:

Items Noted for Park Board:

Other Comments, Etc:

See incident report for traffic
incident near BT Ramps.

Date: Mar. 19, 2026

To: Doug Rowen, Town Chair; and Town Board Supervisors

cc: April Fredrick, Clerk-Treas.; David Carlson, Administrator

From: Jill Berke, Park Board Chair

Feb. – March 2026 Park Board Report

Cove Boat Ramp

- Activity – use declining due to decreased stability of ice
- Fee Schedule – Park Board recommendation to Town Board: Daily fee -\$10 for Wisconsin residents; \$15 for non Wisconsin residents. Annual fee - \$70 for Wisconsin residents; \$105 for non Wisconsin residents.

Glover Park

- Activity – much of the ice has melted with warmer temps and there is an increased use of trails and open space for hiking and dog walking.
- Contract with ball organizations – contract has expired; Administrator Carlson is working with Hudson Boosters and River Falls Youth Ball Organization to finalize schedule for this upcoming ball season. A softball organization is also interested in use of the fields.
- Comprehensive Outdoor Recreation Plan (CORP) – Chair has contacted Rob Jones, Cedar Corp. for setting up a future meeting with a planner and him to discuss objectives and get an estimate for completing plan. Members Missy, McElmeel and Berke on subcommittee.
- Recognition plaques – Park Board took action to recommend to the Town Board to approve a recognition sign/plaque for 30 years service (1993-2023) of former member Jim Freund; and the Hudson Hospital Foundation for bike repair station donation, using the current recognition sign standard. Standard was used for recent Enloe memorial bench and permanent plaque at the community building/pavilion dedication. Formerly, the Park Board recommended plaques be installed at Glover Park in 2024 to recognize former member Jim Freund, and also acknowledge the Hudson Hospital gift to the bike repair station.

Pemble's Access – preparation for opening May 1, water level permitting.

Thank you to the Town Board, Park Rangers, Public Works staff, and Town office staff for assisting with park and recreation projects and activities.

Park Board:

Jill Berke, Chair
Caleb Johnson
Michele McElmeel

Adrian Missy
Supr. Dan Pearson

Gary Sumner
Mark Swanson, Vice-Chair