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:

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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.

Chair Berke 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. <u>Glover Park</u>

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. <u>Administrator's Report</u>

No additional report to give.

9. <u>Park Chair Report</u>

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 trail 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