TOWN of TROY

PARK BOARD MEETING
MINUTES

April 28, 2026
7:00 pm, Town Hall, Town of Troy

Members Present:	Jill Berke, Mark Swanson, Gary Sumner, Michele McElmeel, Alicia Schneider, Adrian Missy, Caleb Johnson
Members Absent:	
Others present:	Eric Fowle, Cedar Corp., Town Chairperson Doug Rowen, 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. and welcomed Supr. Schneider back to the Park Board as Town Board liaison.

2. **Resident Comment**
   No resident comment.

3. **Approval of minutes, including review and discussion**
   The March 31st, 2026 Park Board meeting minutes were reviewed. Member Swanson moved to accept the minutes of the March 31st, 2026 meeting; second by member McElmeel. Member Johnson noted he attended via Teams, not Zoom. Motion carried with Supr. Schneider abstaining as she was not present.

4. **Appointments to Park Board**
   Member Swanson and McElmeel were reappointed by Town Board for 3 yr. term. Member Johnson will be leaving and his position will be filled.

5. **Park Ranger Report**
   The Park Ranger report was reviewed. As the Town Board liaison, Supr. Schneider will be attending Ranger meetings beginning in May. Member Johnson moved to approve the March 2026 Ranger report; second by member Missy. Motion unanimously carried.

6. **Discuss and consider, Park Board mission, vision, and opportunities-Town Chairperson Rowen**
   Chairperson Doug Rowen reviewed Town Ordinance Chapter 21 Boards, Committees and Commissions and opportunities to broaden the Park Board's stated mission. He noted the Town has 1300 acres of outdoor recreation space in the Town, far more than any neighboring municipalities, including two golf courses, Camp YMCA, Carpenter Nature Center, Town parks, the railroad club, St. Croix Yacht Club, Troy Beach, and HOA parks. Can we increase that acreage

and how? How do we promote the existing recreational opportunities? Desired skillset for new member was discussed, including a member able to do physical volunteer work in the parks, grant writing experience or other skillset/background. Chair Rowen noted huge progress made on invasives in the last year. Discussed recreation activities in the Town, including boating, hiking, and pickleball. Could tap into the City of Hudson's recent recreation survey for more insight into what area residents like to do. Discussed the park board developing a list of properties they would be interested in purchasing to start dialogue with owners. Member Missy suggested determining what activities people want to do and then looking at appropriate properties. Acquiring new park land could be added as a goal in the Comprehensive Outdoor Recreation Plan. How can we partner with recreational properties to make them more successful? And are these things for the Park Board or the Town Board to do? For example, the Town could work with non-profits and other potential funding sources to increase bike routes and off road trails. Essentially, the Town Board would like to encourage the Park Board to be more focused on increasing potential park and recreation space and less time on the maintenance of the parks.

There was discussion on increasing communication with the community through the Town's News & Notices, Town Facebook page, and printed/mailed newsletters to property owners; and, create better relationships with the surrounding Towns, and cities of Hudson and River Falls. The Town Hall expansion was discussed as there's going to be some type of outdoor recreation space included; it's not designed yet and the Park Board can propose some guidelines in its design and construction elements. Chair Berke would like to see a Park Board member involved in the Town's project subcommittee for the outdoor recreation space. Chair Rowen can work with the Park Board on how to change the ordinance to increase the Park Board's authority. To be on the May Park Board agenda for further discussion.

a. Discuss and consider, Scope of Work, 2026-31 Comprehensive Outdoor Recreation Plan (CORP) – Eric Fowle, Sr. Planner, Cedar Corp.

Chair Berke moved agenda item from "General Park." Cedar Corp. Sr. Planner Fowle made a virtual presentation.

Subcommittee members McElmeel, Missy, and Berke previously met with Eric Fowle and Rob Jones from Cedar Corp. Sr. Planner Eric Fowle attended this meeting via Teams and introduced himself. He presented a Scope of Services overview and the purposes of a CORP. With reference to the past 5-year plan, he noted that the Town's CORP could be stronger. He reviewed Phase 1, Information gathering & documentation. He noted that Phase 2, public engagement is a critical component through online comments, community workshops, public surveys, stakeholder interviews, etc. The project hub will be going live soon and is tied to the Comp Plan update. He recommends doing a resident visioning workshop, either at a park or indoor space on a weekday evening or possibly a Saturday. He explained that Cedar Corp. prepares the promotional materials and suggested giving Rangers cards with QR codes to hand out. The online survey will be about 20 questions with only a 4-week availability, so promotion is key. Chair Berke noted that a postcard needs to

be sent to all Town residents and property owners that will include the link to the on-line survey.

The survey results are a major determinant for potential improvements and expansions. He noted that Phase 3 is the needs assessment and this is a big gap in the current CORP. Phase 4 is plan development. Scope of work will also produce a 5-year action plan with cost estimates to serve as a guide. Phase 5 is Plan Presentation and Adoption. The DNR gets a copy for review after it's approved. He then reviewed the proposed timeline. He suggested a kickoff/brainstorming meeting that he will attend in person. The proposed cost to the Town is $16,500 and the cost can spread over 2 budget years due to timing of work starting mid-year. Chair Berke moved that the Park Board recommend to the Town Board to begin the process of the CORP beginning as early as June with Cedar Corp. at a cost of no more than $17,000; second by member Missy. Discussion. Roll call vote: member McElmeel - yes, member Swanson – yes, member Sumner - yes, member Johnson - yes, member Missy - yes, Supr. Schneider - yes, Chair Berke - yes. Motion unanimously carried.

Park Reports:

7. Cove Boat Ramp

a. Discuss and consider vehicle access to river in winter

Member Johnson presented the current applicable Town ordinances: 109-12D; 109-12E; and 109-12Q. He would like the Town to allow vehicle access to the river via the boat ramp in the winter. He stated that neither the City of Hudson nor the City of Prescott prohibit winter access. Member Johnson moved that the Park Board recommend to the Town Board to delete Ordinance 109-12E and the last sentence of section 109-12D; member Sumner seconded. Discussion. Chair Berke noted the thinness of the ice in this area and has heard the same from neighbors to the boat ramp. Member Missy expressed concern with increased maintenance costs and introducing salt to the river would have a negative environmental impact. Member Sumner misunderstood the motion and agreed that the ice quality and current in this area is concerning. Member Johnson clarified that if it's a heavy snow winter then the area will be plowed as it normally is, he doesn't want to create more work for the plow crew. Roll call vote: Supr. Schneider - no, member McElmeel – no, member Swanson – abstain, member Sumner – no, member Johnson – yes, member Missy – no, member Berke - no. Roll call vote: 6 no; 1 yes. Motion failed.

8. Glover Park

a. Discuss and consider, update report, community building de-winterized

Building has been de-winterized by Public Works and the bottle filler is working. Rangers stored serving window cover panels.

b. Discuss and consider, update report, Town Board's approval of agreements with ball organizations

Admin. Carlson reported that 2026 contracts were approved with the Hudson and River Falls baseball teams, but not the River Falls softball team. He plans to meet with with all three teams in June/July to work out scheduling for year 2027.

c. Discuss and consider, thinning native garden plants and donating to St. Croix Valley Master Gardener's annual plant sale

Chair Berke would like to thin the native planting closest to the water pump, moving some species to other plantings in the park, noting there are enough plants to also donate to the annual St. Croix Valley Master Gardener's June 6th annual sale at the Octagon House. She and member McElmeel will coordinate effort to dig up and tag for the plant sale. She noted that funds from the plant sale go out in grants and remaining plants are donated to organizations, including municipalities in Pierce and St. Croix Counties. Chair Berke moved that extra plants be dug up from the prairie planting in Glover Park and donated to the Master Gardener plant sale in June; second by member Swanson. Motion carried.

d. Discuss and consider, plan to rent invasive weed puller tools to residents

Chair Berke was asked by Supr. Rob Brown if the Park Board and Town had considered loaning or renting out weed puller tools for removing buckthorn and other invasives. Discussion. Staff would need to develop a process on how to coordinate, where to store tools, costs, rental periods, etc. Supr. Schneider and Admin. Carlson stated that residents can already rent tools from Ace Hardware and there would be many issues to work through. This can be a possible question on the CORP questionnaire to gauge resident opinion about contributing to reduction of invasives and if tool availability would help encourage homeowner engagement. Member Sumner noted that buckthorn is everyone's problem, discussed how to educate residents through community outreach. To be on a future agenda.

e. Discuss and consider, invasives project report including St. Croix Correctional Center work crew-Gary Sumner

Member Sumner provided an update on the invasives project. Last week the Correctional Center crew worked for 2.5 days, with plans to work 2 more days. He thanked Chair Berke and member Swanson for helping. He reviewed the areas of the NW partition that are being cleared, and area planned for this fall. Chair Berke has attempted to contact Dan Cain with Habitat Creations for treating certain areas; may need to consider a new vendor. Member Sumner also noted that honeysuckle needs work in June-Aug., garlic mustard can be pulled in May and June, and burdock should be scheduled for late Aug./Sept. Brush piles will decompose over time.

f. Discuss and consider, update report, storage building and Hein Pavilion roof replacement projects

Admin. Carlson is delaying this until the disposal center project is underway.

g. Discuss and consider, subcommittee update report, Little Free Library contest

Chair Berke will provide an update at the May meeting. She and member Swanson will continue as the subcommittee and they thanked departing member Johnson for his work.

9. Pemble's Access

a. Discuss and consider, update report, May 1st park opening

Pemble's opens on Friday. Member Swanson will open the gate. Satellite to be delivered the 1st, Chair Berke talked to public works about getting the garbage cans out and putting up property line signage.

10. General Park

a. Discuss and consider, Scope of Work, 2026-31 CORP (see above)

b. Discuss and consider plan for "Friends of Troy Parks"

Chair Berke briefly reviewed potential program expectations, how to sign up, safety guidelines, etc. Proposed volunteer project list was reviewed and members were asked to add any other potential projects. Admin. Carlson will share the info with Town staff for feedback. He would also like to see a process sheet and the tasks divided up by difficulty. Supr. Schneider offered to help promote the group. To be on May agenda.

c. Discuss and consider, plan for establishing park signage standard

To be on a future agenda.

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

Admin. Carlson did not have anything additional to report.

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

Chair Berke thanked member Johnson for his service and wished him the best.

13. <u>Correspondence</u>

Chair Berke reported that Jodie Duntley asked her about removing more invasives around her property.

14. <u>Announcements and request for future agenda items:</u>

Chair Berke will send Supr. Schneider the approved meeting calendar. Future agenda items include park signage, Friends of Troy Parks program, Little Free Library update, tool rental, expansion of Park Board mission.

15. <u>Adjournment</u>

Member Swanson moved to adjourn the meeting; second by member Johnson . Motion unanimously carried. The April 28th, 2026 meeting of the Town of Troy Park Board adjourned at 10:02 p.m.

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