

**TOWN of TROY
PARK BOARD MEETING**

Tues., June 23, 2026

7:00pm

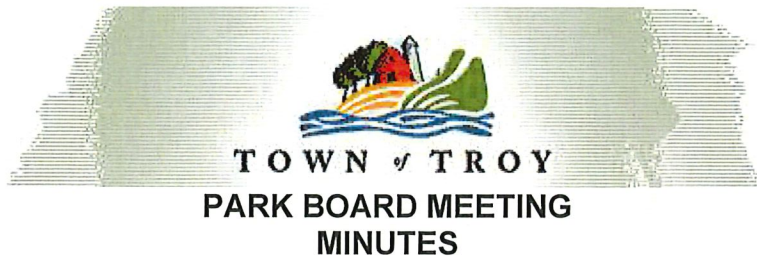
Troy Town Hall, 654 Glover Rd., Hudson, WI 54016

Phone: 715-425-2665 Website: www.townoftroy.org

1. Call to Order
2. Resident Comment
3. Discuss and consider, approval of May 28, 2026 meeting minutes
4. Discuss and consider, May Park Ranger Report
5. Park Reports
 - Cove Boat Ramp
 - a. Update report, portable restroom satellite
 - Glover Park
 - a. Discuss and consider, update report, Town Board action on installation of dog waste receptacle(s)
 - b. Discuss and consider, update report on Town Board action related to Little Free Library contest and steps forward
 - c. Discuss and consider, clearing overgrowth along trail edges and other clean-up
 - d. Discuss and consider, update report, pickleball court paddle waiting rack system
 - Pemble's Access
 - a. Discuss and consider, activity
6. General Park
 - a. Discuss and continued discussion, Park Board mission and opportunities
 - b. Discuss and consider, update report, 2026-31 Comprehensive Outdoor Recreation Plan (CORP)
 - c. Discuss and consider, review of Town website related to parks and possible restructuring content – Adrian Missy
 - d. Discuss and consider, placement of Automated External Defibrillator (AED)/First Aid Kits at parks
7. Administrator Report
8. Park Chair Report
9. Correspondence
10. Announcements and request for future agenda items
11. Adjournment

Next regular meeting: July 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.



May 26, 2026
7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Mark Swanson, Alicia Schneider, Adrian Missy, Gary Sumner, Michele McElmeel (via Teams)

Members Absent: One position is vacant

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 April 28th, 2026 Park Board meeting minutes were reviewed. Member Missy noted a grammatical error in the last sentence of agenda item 4. Member Missy moved to accept the minutes of the April 28th, 2026 meeting as amended; second by member Sumner. Motion unanimously carried.

4. Election of Chair, Vice-Chair, and Secretary

Supr. Schneider presided over the election for Chair, Vice-Chair, and Secretary.

Supr. Schneider opened the nominations for Chair. Member Sumner nominated Jill Berke. Supr. Schneider called for nominations two more times; there were none. Secret ballot election was held with member McElmeel emailing her vote to Supr. Schneider's Town email address. Six votes for Jill Berke; unanimous vote.

Supr. Schneider opened the nominations for Vice Chair. Member Berke nominated Mark Swanson. Supr. Schneider called for nominations two more times; there were none. Secret ballot election was held with member McElmeel emailing her vote to Supr. Schneider's Town email address. Five votes for Mark Swanson, one abstention.

Supr. Schneider opened the nominations for Secretary. Member Swanson nominated Amanda Randall. Supr. Schneider called for nominations two more times; there were none. Secret ballot election was held with member McElmeel

emailing her vote to Supr. Schneider's Town email address. Six votes for Amanda Randall; unanimous vote.

5. Discuss and consider, Park Ranger April Report

The April Park Ranger report was reviewed. Supr. Schneider met with Rangers today and discussed rental logistics and kitchen cleaning; she also talked with Deputy Clerk Rowen about scheduling/calendar for rentals. Ball teams have reported they use the overflow parking area most nights. The Town will be replacing the damaged trail marker post on the corner of Omaha Access and Eagle Trail. Member Swanson moved to acknowledge the April 2026 Ranger report; second by member Sumner. Motion unanimously carried.

Park Reports:

6. Cove Boat Ramp

a. Discussion and consider, installation of portable restroom

Chair Berke reported that Ranger Haroldson suggested the Town install a portable restroom at the Cove Boat Ramp as public urination is becoming an issue. Member Missy noted we should be mindful of losing any parking spaces as lack of parking was another complaint. Restroom would be located on asphalt surface on either side of the ramp. Admin Carlson reported the cost would be approximately \$1350 for the summer. Member Swanson moved the Park Board recommend to the Town Board to install a portable restroom at Cove Boat Ramp; second by member Missy. Discussion. Admin. Carlson suggested future discussion on boat ramp fees for next year as the goal is to break even at this facility. Motion unanimously carried. To be on June 18th Town Board agenda.

Glover Park

a. Discuss and consider, update report, invasives project

Member Sumner reported on work to remove garlic mustard. Chair Berke and two volunteers tackled the main bed of it near the park entrance. Members were encouraged to volunteer to continue removal of the invasive and dispose in plastic bag and place in the garbage. He will be contacting the UW-RF Natural Resource Club to see if they're interested in volunteering on the future honeysuckle eradication experiment. Bluff Trail and other possible areas will be finished up in the fall with the St. Croix Correctional Center crew. Ranger Haroldson is unable to do his normal trail maintenance this summer; filling that gap will be an agenda item for June.

b. Discuss and consider, purchase and installation of dog waste receptacle(s) at trail entrance to Woodland Flower, Oak, and/or Bluff Trails

Chair Berke suggested the Town purchase a dog waste receptacle with suggestion to be placed at entrance to Woodland Flower Trail. Unfortunately, some hikers with dogs are collecting dog waste in provided dog waste bags,

and throwing waste bags along wooded trails. Cost for complete waste station with trash receptacle is approx. \$350. Discussed also the option of purchasing only the receptacle that can be installed at current dog waste station. This would need to be emptied by Jerry if he is able to add to his workload as he routinely empties other garbage receptacles. Discussed if writing citations would be more appropriate to correct the actual behavior.

Chair Berke moved the Park Board recommend to the Town Board to purchase one dog waste station including the waste can receptacle for approximately \$350 or less, and place it close to Woodland Flower Trail as a trial, and contingent upon Jerry agreeing to pick up the waste once a week or as needed. Discussion. Second by member McElmeel. Discussion. Member Sumner questioned the need. Roll call vote: Supr. Schneider – no; member McElmeel - yes, member Swanson - abstain, member Sumner - yes, member Missy – no; Chair Berke - yes. Motion carried 3-2 with one abstention. Admin. Carlson will discuss with Jerry.

c. Discuss and consider, plan for Little Free Library contest

Chair Berke reviewed the plan for the contest, including guidelines, publicity, budget, approval, and suggested timeline. She will contact the Little Free Library organization to see if the plaque from the old library structure can be reused. The subcommittee will determine if submitted plans are detailed enough. Subcommittee will recommend the top three entries and then the public can vote from those three. Supr. Schneider will help with posting info on the Town's Facebook page and website. Chair Berke and member Swanson will meet again to fine tune the plan. The goal is to open the contest approx. June 30th and have the submittal deadline to be in September.

Chair Berke will add an item F to the plan for a date of completion to be March/April 2027, and installation will depend on weather. Chair Berke moved that we approve the Little Free Library plan to be placed at Glover Park; second by member Missy. Discussion. Chair Berke confirmed she will revise the plan before the Town Board meeting to show revision to the timeline and public engagement. It was clarified that the subcommittee will narrow choices to three before public voting. Roll call vote: Supr. Schneider - yes, member Swanson - yes, member Sumner – yes, member Missy – yes, member McElmeel – yes, Chair Berke – yes. Chair Berke will add to the plan that the winner's name will go on the library structure. Motion unanimously carried.

d. Discuss and consider, DNR drinking water test results

Results from St. Croix County Public Health were reviewed, with no issues found. Nitrate level is under the action level.

Pemble's Access

a. Discuss and consider, activity

Pemble's is open for the season with member Swanson opening the gate daily. It's been busy with the warm weather.

7. General Park

a. Discuss and continued discussion, Park Board mission and opportunities

Discussion on the Park Board mission and opportunities continued from last month. A dog park and expanding the pickle ball courts were both mentioned. The Town will be getting feedback from residents during the process for the Comprehensive Outdoor Recreation Plan (CORP) process to better understand what amenities residents would like to see in the Town's parks, including the possibility of adding additional park areas. Member Missy likes the idea of working with Town businesses to promote recreation in the Town and also helping promote businesses. Discussed working with Camp YMCA as an example, potentially holding a pizza night, hosting the fire department and/or National Night Out. Member Swanson suggested holding a bike ride around the Town to foster community, with stops along the way. Admin. Carlson reported that the Town is working on a welcome flyer for new Town residents. Discussed the future of the Town's website as it needs to be improved. Member Missy noted that we could have a content subcommittee to work on that prior to updating the website so the park info is all ready to go. Any land acquisition discussions should go through Supr. Schneider. Discussion to continue every month as an agenda item.

b. Discuss and consider update report, 2026-31 Comprehensive Outdoor Recreation Plan (CORP)

Chair Berke reported that the Town Board approved using Cedar. Corp. for the CORP update costing up to \$16,500. Next step is Erik Fowle, Sr. Planner from Cedar Corp. to visit the Town parks and other recreational areas. Chairperson Rowen wants to make sure the Town includes overall outdoor recreation opportunities in the Town, not just Town parks, as has been discussed.

c. Discuss and continued discussion, review plan for "Friends of Troy Parks"

Reviewed draft plan for Friends of Troy Parks to formalize a volunteer program, including program expectations, how to sign up, equipment, and safety guidelines. Volunteer project list was also reviewed. Discussed options for volunteers checking out Town equipment; the Town will work with groups as needed for lending equipment as it would be impractical to coordinate with an individual volunteer. Member Sumner suggested adding "education" to the second paragraph on page one. The Clerk/Treasurer email should be used on the volunteer project list as the contact. Chair Berke will update the document and bring it back next month.

d. Discuss and continued discussion, plan to loan or rent invasive weed puller tools to residents

Based on discussion this evening, the Town is not in a position to do this.

e. Discuss and consider, appointment of subcommittee, establishing park signage standard

Park signage standard subcommittee to be Chair Berke, member McElmeel with member Swanson helping if needed. Subcommittee to work with Staff to review the work that's previously been done on this.

f. Discuss and consider, possible date change to June 1st park site tour

Park site tour date changed to June 11th at 5:00 p.m.

8. Administrator's Report

Nothing additional to report.

9. Park Chair Report

Nothing additional to report.

10. Correspondence

The Clerk's office received an email about paddle rack or waiting system for pickleball courts at Glover. To be on June agenda.

11. Announcements and request for future agenda items:

No announcements. Park Rangers suggested AED units at parks. Member Missy will do some research on structuring website content and will have a proposal for the June meeting. June agenda to also include: summer trail maintenance; continued discussion on Park Board mission; CORP updates; and paddle waiting system at Glover Park.

12. Adjournment

Member Swanson moved to adjourn the meeting; second by member Sumner. Motion unanimously carried. The May 26th, 2026 meeting of the Town of Troy Park Board adjourned at 9:25 p.m.

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

Town of Troy – Monthly Individual Park Ranger Report

Park Ranger Name : Chris Hovoldson Month and Year: May 2026

Ranger Activity Summary

	Hours	Mileage
Park Patrol	33	641
Admin.		
Other		
Totals		

Enforcement Action Summary:

	Cove Bt. Ramp	Glover Park	Pemble's	Other	Totals
Citations Issued	3				
Warnings Issued	1				

OBSERVATIONS:

Things noticed last month that
needed attention were handled
quickly by the road crew
(line painting, dock repair)

Town of Troy
Monthly Individual Park Ranger Report

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

Ranger Activity Summary:

	Hours	Mileage
Park Patrol:	16.75	163
Admin:	2	9
Other:		
Other Park Projects		
Zoning Activity		
Totals	18.75	172

Enforcement Action Summary:

	Pemble's	Bl Ramp	Glover	Animal	Other	Totals
Citations Issued:		2*				
Warnings Issued:		1				

* Non-payment of fee

Items Noted for Town Board Attention:

Items Noted for Park Board:

Hangins annual tags are very difficult to
see on some vehicles - tinted windows, glare,
improper display

Other Comments, Etc:

Town of Troy
Monthly Individual Park Ranger Report

Month and Year: May 2026

Park Ranger Name : Scott Gunderson

Ranger Activity Summary

	Hours	Mileage
Park Patrol	31.5	503
Admin.	1.5	7
Other		
Totals	33	510

Enforcement Action Summary:

	Pemble's	Bt. Ramp	Glover	Other	Totals
Citations Issued		2 (109)			2
Warnings Issued	1 (Dog)				1

OBSERVATIONS:

5/28 .25 for Citation writing
5/29 Citations, no permits
Overflow parking at Glover (parking on grass by South Pavillion)

Little Free Library, Glover Park

Subcommittee: Mark Swanson, Jill Berke and (previously) Caleb Johnson

Objective: provide Glover Park visitors the opportunity to share books and receive books through educational benefit of a Little Free Library (LFL).

Plan to meet objective

1. Create a contest for Troy residents and non-residents to present a design plan; and, to also provide the steps and contestant's skillset/ability to construct the LFL.
2. Guidelines for entries to include:
 - a. Design plan with LFL theme to include proposed colors to be used
 - b. Size of structure
 - c. Construction materials to be used, including structure body, roof, base and any design elements; post for mounting to be provided by Town
 - d. Method to build waterproof structure with sealed and plexiglass opening to accommodate different sized books
3. Publicity
 - a. Post on town Facebook page to encourage interest and invite contestants to enter competition
 - b. Post on town website, providing summary of guidelines and timeline for completion
 - c. Post at kiosks at Town hall, Glover Park, Pemble's Access and Cove Boat Ramp to invite contestants to enter competition
4. Budget
 - a. Park Board to provide budget up to \$125 to compensate for costs incurred
 - b. Paper receipts must be submitted to Town Clerk-Treasurer for reimbursement when LFL is completed.
5. Park Board subcommittee to review all submissions for consideration and recommend top three (3) entries to Troy residents.
6. Troy residents to choose the winning entry from the three (3) top entries that are recommended by the Park Board Little Free Library sub-committee.

7. Park Board to present the “winner” to the Town Board for final approval
8. Contest winner to be acknowledged with small plaque on Little Free Library.
9. Public Works Dept. to assist with installation of LFL, as needed.

10. Timeline

- a. Post notice on Town website to invite contestants’ entries by June 30, 2026.
- b. Post on Town Facebook page every two (2) weeks until Sept. 15, 2026 to encourage entries.
- c. Contestants to submit entries by Sept. 30, 2026.
- d. Little Free Library to be constructed and ready for installation in May 2027.
- e. Town to register design and structure with Little Free Library non-profit.

Date	June 17, 2026
To	Town of Troy Park Board
From	Eric Fowle, AICP - Senior Planner
Subject	Progress Report - Town of Troy Comprehensive Outdoor Recreation Plan (CORP) Update

Since the Town Board's approval of the contract on May 21, 2026 to hire Cedar Corporation for the update of its Comprehensive Plan, several activities have been initiated or completed as follows:

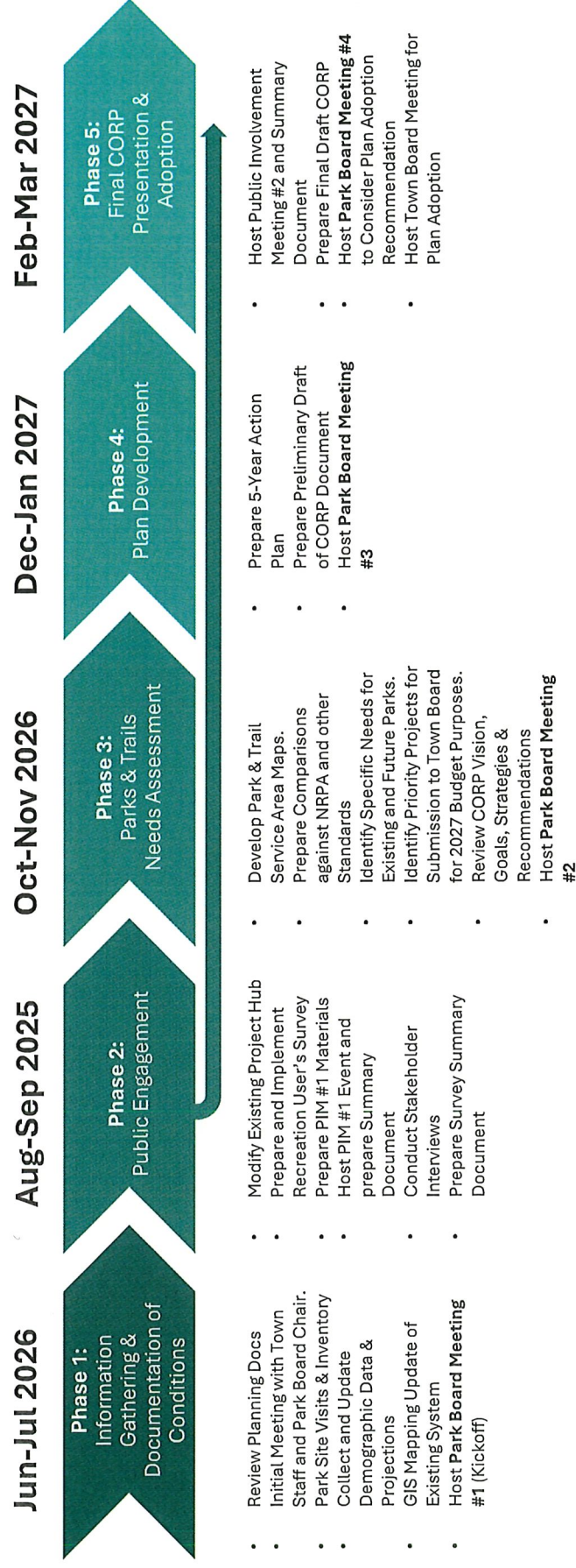
- June 4, 2026: Eric met with Administrator David Carlson for 90 minutes to review and discuss various aspects of the Town, including its governance, annual budget, and other procedural items as they relate to park planning, park infrastructure, trails, and the Park Board as an entity. Other conversations related to the Town of Troy and its relationships with the Cities of Hudson and River Falls.
- June 4, 2026: Eric met with Jill Berke for approximately three hours to visit and view each of the three Town-owned park facilities. Photos, notes, and facility inventory/condition items were taken and discussions occurred ranging from broad aspects of recreation within the Town to potential and planned improvements at each of the facilities.
- June 5, 2026: Eric and Rob met with Chairman Doug Rowen for approximately 2-1/2 hours to participate in a guided tour the Town of Troy in order to examine other (non-Town) related recreational facilities and opportunities. The tour's purpose was to give a good overview of the Town's landscape and the numerous 'hidden gems' which exist that are tied to recreation, tourism, and agri-tourism. Additional conversations about the Town's characteristics and identity, level of public engagement, ongoing/planned town projects, and aspects of the Cities of Hudson and River Falls occurred in order to establish better context for the CORP Update.
- Cedar staff is preparing the Project Hub site for the CORP update which will be integrated with the Project Hub for the ongoing Comprehensive Plan Update effort. The Project Hub will be available publicly after review and consideration by both the Parks Board and the Plan Commission.
- Cedar staff has initiated preparation of CORP Update document sections pertaining to demographics and recreational facilities inventory (including getting a start on updating GIS maps with a more expansive set of public and private/non-profit recreational facilities).

In addition to completing items noted above, Cedar Corporation will be working next on the following major tasks:

- Review of the Park Users Survey and work with Park Board members Jill Berke and Michele McElmeel to prepare a draft for future Park Board review and approval.
- Prepare materials for a Park Board meeting and Board-level Visioning Workshop, which proposed to be scheduled for July 21, 2026. Information gathered to date will also be provided for review at this meeting, as well as reviewing the attached schedule for any changes in timing.

TOWN OF TROY, WI

2027-2032 CORP UPDATE TIMELINE & TASKS



Date: June 18, 2026

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

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

From: Jill Berke, Park Board Chair

May – June 2026 Park Board Report

Cove Boat Ramp

- Activity – high level of use
- Dock Repairs – Public Works replaced sections of worn decking on the dock.
- Request for portable toilet – Park Board is asking for Town Board to consider installation of portable restroom near the boat ramp during boating season.

Glover Park

- Activity – visitors enjoying hiking, playground, pavilions, and pickleball courts.
- Trail clearing on wooded trails – it is that time of the year that overgrowth along the trails, especially in the wooded section of the park needs clearing. Resident volunteered to clear along Bluff Trail; additional help needed to clear other trails.
- Request for dog waste receptacle – Park Board is requesting that a doggi waste container be placed near the entrance of Woodland Flower Trail (western section of trails) to help reduce dog waste bags being tossed along the trails by hikers with dogs.
- Ball field use – North and South Fields are being used by the Hudson Boosters and River Falls Youth Ball Association. Plan for improved parking in “overflow parking area” being implemented by park rangers and signage with requested cooperation from ball organizations.

Pemble’s Access

- Activity – high use when the temps are high and especially on weekend days.

General

- Officers for 2026 elected at the May meeting: Jill Berke, Chair; Mark Swanson, Vice-Chair; Amanda Randall, Secretary
- Park Board is working on plan for Little Free Library Contest and a more formalized Friends of Troy Parks.
- With the Comprehensive Outdoor Recreation Plan underway with Sr. Planner Eric Fowle, Cedar Corp. Chair Berke did a drive-around and visited the parks and other recreational areas in the Town last week with him.
- Park Board is continuing monthly discussions related to the vision and opportunities for parks and recreation in the Town.

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
Michele McElmeel

Adrian Missy
Supr. Alicia Schneider

Gary Sumner
Mark Swanson, Vice-Chair