



**PARK BOARD MEETING
MINUTES**

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