



**PARK BOARD MEETING
MINUTES**

June 23, 2026

7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Mark Swanson, Alicia Schneider, Adrian Missy, Gary Sumner

Members Absent: Michele McElmeel; one position is vacant

Others present: Pam Ellingson

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

There was no resident comment.

3. Approval of minutes, including review and discussion

The May 26th, 2026 Park Board meeting minutes were reviewed. Member Swanson moved to accept the minutes of the May 26th, 2026 meeting; second by member Sumner. Motion unanimously carried.

4. Discuss and consider, Park Ranger April Report

The May Park Ranger report was reviewed. Supr. Schneider met today with Rangers; they discussed processes and procedures, the cleaning schedule, and the new paddle rack for the pickleball court. She noted that the Rangers have not noticed dog waste bags being left on the trails. Supr. Schneider wants to verify winter access rules at the boat ramp; there have been previous discussions about a sign for winter. Member Swanson moved to acknowledge the May 2026 Ranger report; second by member Sumner. Motion unanimously carried.

5. Park Reports:

Cove Boat Ramp

a. Update report, portable restroom satellite

Chair Berke will confirm with Admin. Carlson that the satellite has been ordered as she noticed it was not in place yet.

Glover Park

a. Discuss and consider, update report, Town Board action on installation of dog waste receptacle(s)

Chair Berke made a presentation to the Town Board last week at their meeting. She suggested the Town order just the lidded metal dog waste can instead of ordering the whole system, as the waste bag portion is already installed. The suggested location is at Woodland Flower Trail entrance. The Town Board approved ordering just the waste can along with the bag liners, in an amount not to exceed \$165. The Clerk's office will work with Chair to order.

b. Discuss and consider, update report on Town Board action related to Little Free Library contest and steps forward

Chair Berke updated the process document from last month's meeting. The Town Board wants to wait to install the Little Free Library after the security camera system has been updated. Town Chairperson Rowen suggested having a big Little Free Library, utilizing a former small disposal center shed that has been moved to the Town shop area. Question also to consider whether this big Little Free Library would be open only during Disposal Center hours, or if it could be located outside of the protected/fenced area and be available for greater accessibility.

The Town Board indicated that a contest could be run concurrently for both the Little Free Library to be located at Glover Park, and a big Little Free Library in Town shop area. The former disposal center shed would need structural repairs, painting and the allowable cost for a potential contest winner would be greater than the Glover Park Little Free Library. Chair Berke suggested that Park Board take a look at the vacated shed before the next meeting to better evaluate it's condition and suitability. Chair Berke will revise the LFL plan to include a big little free library contest. Supr. Schneider will provide more location details for the big Little Free Library. Park Board to consider the big Little Free Library at July meeting.

c. Discuss and consider, clearing overgrowth along trail edges and other clean-up

The Park Board thanked Pam Ellingson for her volunteer work clearing trails using her weed whip. Member Sumner has been working on removing the garlic mustard across from the north parking lot. He will be meeting with Dan Cain, Habitat Creations in July about treating larger buckthorn and an experiment that member Sumner wants to do on eradicating the invasive honeysuckle. Chair Berke reported that she has talked to two potential volunteers and Admin. Carlson sent them the volunteer forms. Member Sumner discussed the large amount of brush and ash trees that need to be cleared in Glover; Chair Berke will ask Admin. Carlson for guidance.

Chair asked Supr. Schneider to contact the St. Croix County Correctional Center to schedule the work crew in September for trail trimming and burdock removal. The second fall phase of the invasives project is being scheduled for six (6) days in late October/early November. Supr. Schneider suggested booking the work

crew further in advance on a set schedule each year, including trail edge clearing. This will be on next month's agenda for continued discussion/action.

d. Discuss and consider, update report, pickleball court paddle waiting rack system

Supr. Schneider reported that the rack has arrived, and Admin. Carlson will coordinate the installation.

Pemle's Access

a. Discuss and consider, activity

Member Swanson reported it's busy on hot days but overall activity has been fairly light. He mentioned a neighbor who has been walking her unleashed dogs on the beach, a violation of the ordinance.

6. General Park

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

Supr. Schneider suggested devoting the time for this agenda item to the website discussion item.

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

Eric Fowle from Cedar Corp. provided a progress report for review. He met with Admin. Carlson and Chair Berke provided him an extensive tour of Glover Park, Cove Boat Ramp, Pemle's Access and bike routes. He also met with Town Chairperson Rowen and Town Engineer Rob Jones and toured other non-Town affiliated recreational areas. They also looked at recreational opportunities in the surrounding cities. There is an in-person meeting planned with Planner Fowle on July 21st; details are being finalized.

c. Discuss and consider, review of Town website related to parks and possible restructuring content-Adrian Missy

Member Missy prepared a report using an AI agent (Claude) to go through the Town's website; this produced a high-level summary. He reviewed the key findings and steps for fixing the website. He noted that the website could be more user friendly. There are some easy changes that could be made right away to increase accessibility.

Supr. Schneider reviewed the known issues and limitations with the current hosting platform (Town Web). The search feature is particularly limiting. There also is no module for making reservations. It would be easy to change the menus and how things are labeled by increasing terminology uniformity through the website (boat ramp vs. boat launch, for example). Fixing the website would be very time-consuming, and that is almost a bigger obstacle than the budget aspect. Supr. Schneider said she can change the menu access structure; the

new information architecture was discussed. There was discussion on creating a site template so each park facility has the same information in the same format. The contact information should also contain Ranger contact information. Member Missy also discussed how the website does not view properly on mobile devices. Member Missy and Supr. Schneider will continue their work on this as a subcommittee and update the Park Board as needed; this will be on July agenda.

d. Discuss and consider, placement of Automated External Defibrillator (AED)/First Aid Kits at parks

Member Missy prepared additional information for AED units. He noted that the outdoor boxes need to be heated and have power. The Park Board had previously discussed putting one at the community kitchen building; units could also be considered for installation at Pemble's Access and Cove Boat Ramp. Member Missy will check with the City of Hudson and City of River Falls parks departments to see if they have them in any of their outdoor spaces. He noted that the units need to be used within three minutes of collapse or they are pointless, so this is something to keep in mind when choosing locations, especially at Glover Park. The units also need to be visible. There will be continued discussion on this at next month's meeting.

8. Administrator's Report

There was no Administrator's Report to review.

9. Park Chair Report

Chair Berke previously reported on the two potential volunteers. Chair Berke also reported that Jim Freund's service plaque; and the bike repair station recognition of Hudson Hospital Foundation gift have been installed at Glover Park.

10. Correspondence

There was no correspondence to report.

11. Announcements and request for future agenda items:

Supr. Schneider emailed out the invite for the fire station groundbreaking on Thursday. She would like to discuss naming conventions at Glover Park in response to resident and Ranger feedback. Next month's agenda to include: Big Little Free Library and Little Free Library updates, correctional center crew work dates, volunteer projects, aligned language on the Town website, and AED units update.

12. Adjournment

Member Swanson moved to adjourn the meeting; second by member Sumner. Motion unanimously carried. The June 23rd, 2026 meeting of the Town of Troy Park Board adjourned at 8:57 p.m.

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