



**TOWN of TROY
PARK BOARD MEETING
MINUTES**

August 25, 2026

7:00 pm, Town Hall, Town of Troy

Members Present: Jill Berke, Mark Swanson, Alicia Schneider, Adrian Missy, Michele McElmeel

Members Absent: Gary Sumner (excused), 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

There was no resident comment.

3. Approval of minutes, including review and discussion

The July 28th, 2026 Park Board meeting minutes were reviewed. Member McElmeel moved to accept the minutes of the July 28th, 2026 meeting; second by member Swanson. Motion unanimously carried.

4. Discuss and consider, Park Ranger April Report

The July Park Ranger report was reviewed. Supr. Schneider reported that the illegal parking noted by Ranger Mose was for parking on Glenmont Road. Supr. Schneider met with Rangers today: worked on vacation scheduling, reported that the buoy was moved at Pemble's and a buried pipe was dug up and removed by Rangers at Pemble's. Ranger Mose reported a tree down at the beach. Ranger Mose would like clarity on winter use at Cove Boat Ramp; Supr. Schneider will review the ordinance to make sure all is correct. Ranger Haroldson is interested in electronic payments. Rangers have started opening envelopes to make sure the correct amount is included. Member Swanson moved to approve the July 2026 Ranger report; second by member McElmeel. Motion unanimously carried.

5. Park Reports:

Cove Boat Ramp

a. Discuss and consider, activity

Chair Berke reported busy weekends at the ramp.

b. Discuss and consider, leveling river floor at end of concrete ramp

Admin. Carlson reported to Chair Berke that Public Works filled in the hole at the end of the ramp with gravel with DNR permission. The Town may need to have future discussions about lengthening the ramp.

Glover Park

a. Discuss and consider, update report, Glover Park Little Free Library contest

Chair Berke reported that the Town Board did have the Glover Park Little Free Library on the August meeting agenda; to be considered when plan is in place for updating the security cameras at Glover Park.

b. Discuss and consider, status report, Friends of Troy Parks plan as recommended to the Town Board

Chair Berke reported that the Town Board did not have the Friends of Troy Parks on the August meeting agenda. She prepared an updated report for the Town Board that is included in tonight's packet. Chair Berke would like to meet with Supr. Schneider and Chair Rowen regarding expectations on the project list. Supr. Schneider reported Chair Rowen told her we need more scope and information on staffing. This will be on a future agenda.

c. Discuss and consider, update report, Sept. trail clearing, St. Croix Correctional Ctr. Work crew

Chair Berke reported that the St. Croix Correctional Center crew is scheduled to work Sept. 1-3. Chair Berke will be there on the 1st and the 3rd, member Swanson on the 2nd, and Supr. Schneider may be there on Sept. 3. at start time. Supr. Schneider reserved one brush cutter and one weed whip from Ace Hardware. The equipment can be kept overnight, and Ace will bill the Town when the tools are returned. Chair Berke will buy gas for the Stihl trimmer and bring extra pruners and her walk behind trimmer. The plan is to start by working on Oak Trail, followed by Summit Loop, Bluff, and Woodland Flower Trail. If time allows, the crew will also clear along Eagle Trail and any other overgrown areas.

d. Discuss and consider, Woodland Flower Trail entrance off Eagle Trail, restoration project

Chair Berke reported that Public Works removed a large tree earlier in the year on Woodland Flower Trail and the trail needs to be restored in that area. The area was reseeded and is currently only a narrow path that gets wet and muddy in the spring and after heavy rainfalls. Member Missy suggested restoring the trail with a woodchip surface to help with the moisture. Chair Berke believes the grading issue needs to be addressed first and that this could be a 2027 project. She will let Admin. Carlson decide whether this is a Public Works project or if it should be bid out. Member Berke moved that the Park Board recommend to the Town Board to budget in 2027 the restoration of a section of Woodland Flower Trail; second by member Swanson. Discussion. Supr. Schneider noted the project needs to be fully spec'd out before making a recommendation to the

Town Board, such as the length and width that need to be restored, surface material, drainage, runoff, and at least an estimate on cost. Chair Berke will measure the length of trail that needs restoration and work on getting an estimate from Trail Source or other appropriate contractor. Chair Berke withdrew her motion. This will be on the September agenda.

Pemle's Access

a. Discuss and consider, activity

Member Swanson reported it's been busy with the warm weather. Chair Berke reported that Public Works removed about 10' of metal pipe that was buried under the sand but was now exposed.

6. General Park

a. Discuss and consider, preparation for Visioning Workshop, 5-year Comprehensive Outdoor Recreation Plan (CORP)

The CORP Visioning Workshop is this Sat., August 29, 9am-noon. Chair Berke encouraged all members to stop by if able. She announced at the Town Board meeting last Thurs., asking members to also stop by. Eric Fowle, Sr. Planner with Cedar Corp. will lead the session and Rob Jones, Cedar Corp. Engineer will also be in attendance. The Town has noticed the workshop extensively through social media, Park Rangers, and the Town website and will go out in News & Notices again this week. Chair Berke will pick up some bottled water.

b. Discuss and consider, review CORP survey

The CORP survey questions were reviewed. The Park Board decided to remove the descriptive qualifiers from question 22 and just leave the age range; "individuals with disabilities" should be struck as an option on this question. Question 20 should be struck and replaced with a question about how important amenities for users with disabilities are to the survey respondent.

The two-sided card the Town will be mailed out to all property owners was reviewed; at this time the Town is planning on sending this out on Sept. 1. The Park Board suggested the card read as follows:

Address side of the card to read: "Help shape the future of recreation in the Town of Troy!"

Other side of the card to read: "The Town of Troy is preparing its 2027-2032 Comprehensive Outdoor Recreation Plan, an update to its current 2019 plan. Led by the Town of Troy's Park Board, the plan will help guide decisions about park & recreational facilities, trails, and bike and pedestrian routes. This online survey will be available Sept. 1-Sept. 30, 2026. Please encourage others in your household and neighbors to participate in this survey. Take the survey by using the QR code or visit the Town of Troy's website at www.townoftroy.org"

The Park Board would also like to see at least one picture added, if possible. Chair Berke will make the edits and get them to Eric Fowle and Admin. Carlson. The QR codes on the card and the informational flyers need to match, and need to link directly to the survey, not to the hub and then to the survey. After Oct. 1 when the park survey timeframe is over, the QR code can link directly to the hub.

c. Discuss and consider, review CORP SWOT summary

CORP SWOT summary was briefly reviewed.

d. Discuss and consider, subcommittee report, outdoor recreation spaces related to Town hall expansion

The report from Chair Berke and member McElmeel, subcommittee members was reviewed. They determined that there is limited opportunity to provide a safe and functional children's play area at the Town hall after reviewing the expansion blueprint and walking the outside area. The septic system is located on the west side; the east side is unsafe due to traffic levels including Public Works vehicles, new Disposal Center traffic, and the electric substation; and to the north of town shop Public Works will be moving equipment, gravel and other materials causing unsafe conditions for children. The planned additional parking also limits the available space. They concluded that a low-maintenance gathering and outdoor amenity space would be an option. The Park Board discussed creating a gathering area with benches in front of the hall and potentially adding a pavilion with cement base in the northwest corner behind the hall on the northwest corner to be used for office staff breaks, meetings and use by election workers if/when taking breaks. Also discussed was adding a walled-in garden or earth walls that grow over with greenery.

Noise from the highway is an issue on all sides of the Town hall. It was noted that the Town will be getting feedback on amenities from Town residents through the CORP planning process. Member McElmeel moved that the Park Board recommend to the Town Board the Outdoor Space Assessment and Recommendations in relation to park space as part of the Town hall expansion. Discussion. More detail on the plan will be needed before going to the Town Board. Chair Berke volunteered to mark up a tentative site plan showing the gathering area and benches, including an estimate on the cost of the benches, and the relocation of the bike rack. Member McElmeel withdrew her motion. This will be on the Sept. agenda.

7. Administrator's Report

Admin. Carlson's report was reviewed. He hopes to have roof quotes for the storage building for the September Town Board meeting.

8. Park Chair Report

No additional report.

9. Correspondence

No correspondence to review.

10. Announcements and request for future agenda items

Future agenda items to include: Friends of Troy Parks program, restoration of Wildflower Trail section, and outdoor recreation space at the Town hall.

11. Adjournment

Member Swanson moved to adjourn the meeting; second by member Missy. Motion unanimously carried. The August 25th, 2026 meeting of the Town of Troy Park Board adjourned at 9:17 p.m.

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