

Park Board Meeting Minutes
Thursday, May 4, 2023 at 5:00 P.M.
City Hall Council Chambers

1. CALL TO ORDER – Chairperson Carpenter called the meeting to order at 5:00 P.M.

2. ROLL CALL - Roll call was taken: Derek Lundell, Council Member – absent, Ken Carpenter – present, Steve Nordin – present, Chuck Widholm – present, Becky Youngmark - present
Also present: City Administrator Neil Jensen, Utility Clerk Ellen Hartman, Greg Kurtz, Rich Burr, Makenzie Medcraft, Jill Medcraft

3. MINUTES

Action – *Motion by Youngmark, second by Nordin, to approve the minutes, passing unanimously.*

4. PUBLIC INPUT - None

5. NEW BUSINESS

A. Girl Scout Silver Award Project – Iverson and Medcraft

Makenzie Medcraft presented a proposal to lead a community-based project to earn the Girl Scouts Silver Award. The proposed project to refresh the duck ponds at Minnieska Park includes: replace/fix the feed machines; add signage for feeding guidelines and wildlife identifiers; update duck houses and add bat houses; add landscaping and an artistic backdrop. Commissioners recommended working with the sportsman’s club for the feeders. Widholm stated that PW has duck and bats houses that could be used. Since the project is community-based, the goal will be to get the community involved to help complete aspects of the project; Youngmark suggested requesting help in the newspaper, especially with well-timed letters-to-the-editor.

Action – *Motion by Youngmark, second by Nordin, to recommend the City Council approve the Minnieska Park Girl Scouts Silver Award Project by Makenzie Medcraft and Riley Iverson, passing unanimously.*

B. Medallion Hunt - Kurtz

Greg Kurtz, representing the Cannon Valley Fair Board, reported that the 2nd annual medallion hunt will begin soon. The clues will most likely lead the community to the city parks; Kurtz reassured that no digging or climbing will be necessary to find the medallion and the public will be reminded of that.

Action – *Motion by Youngmark, second by Nordin, to support the medallion hunt sponsored by the Cannon Valley Fair Board, passing unanimously.*

Kurtz then requested permission to use Hannah’s Bend Park, the swimming pool parking lot and the skating rink area for fair overflow parking.

Action - *Motion by Youngmark, second by Nordin, to allow Cannon Valley Fair overflow parking in Hannah’s Bend Park, the skating rink area and the swimming pool parking lot, passing unanimously.*

C. JBP User Agreement

Jensen presented the new user agreement for John Burch Park (JBP) between ISD 252 and the City of Cannon Falls. The only changes were the dates and the annual fee; the annual fee increased to \$7500.00.

Action – ***Motion by Nordin, second by Youngmark, to approve the JBP user agreement, passing unanimously.***

D. Pool Caulking

Jensen presented a quote from The Caulk Company Inc. to caulk another section of the concrete pool deck; they will remove, grind, clean, install new baker rods as needed, and caulk for \$4950.00.

Action – ***Motion by Youngmark, second by Nordin, to recommend the City Council accept the \$4950.00 bid from The Caulk Company Inc. to caulk a section of the pool deck, passing unanimously.***

6. CONTINUING BUSINESS

A. JBP Donation and Plans

Rich Burr, representing Friends of John Burch Park, presented plans to demolish the 3rd base dugout and replace it with a new dugout that includes storage, field-level ADA restrooms, and a concession stand. Jensen presented the donation agreement and explained that it basically states that if Friends of JBP remove the dugout, it will be replaced. Jensen reported that the city engineer has a few items that need to be addressed with the plans; the City will take care of some items including a grinder pump and a water line. Construction would begin summer of 2023. The retaining wall was discussed; funds for the wall could be passed in the state bonding bill yet this year.

Action – ***Motion by Nordin, second by Youngmark, to recommend the City Council approve the JBP donation agreement and 3rd base dugout plans, passing unanimously.***

7. REPORTS

A. Staff – None

B. Commissioners – Nordin stated he was going to a Veterans Park meeting, he questioned additional wayfinding trail signs indicating Veterans Park; Jensen stated all new signs should match new City signage. Widholm brought up some trees near the trail that need to be trimmed, the band shell steps need to be repaired, and ASF playground borders need to be replaced. Youngmark questioned the status of the pickleball court; Jensen reported that it was painted today and the net will be ordered. Youngmark wondered if the City has rules about nudity at the pool; Jensen will investigate. Jensen also stated that just enough guards have been hired, and pool closures are possible this year due to lack of staffing.

8. NEXT MEETING

Action – ***Next meeting will be June 1, 2023 at 5:00 p.m. in council chambers.***

9. ADJOURNMENT

Action – ***Motion made to adjourn the meeting at 5:43 p.m. by Youngmark, second by Nordin, passing unanimously.***

Respectfully Submitted,
Ellen Hartman, Utility Clerk