

Park Board Meeting Minutes  
Thursday, February 2, 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 – present, Ken Carpenter – present, Steve Nordin – present, Chuck Widholm – present, Becky Youngmark - present  
Also present: City Administrator Neil Jensen, Public Works Director Dan Howard, Utility Clerk Ellen Hartman, Trail Manager Scott Roepke

**3. MINUTES** – Motion by Lundell, second by Nordin to approve the January 2023 minutes, passing unanimously. Motion by Youngmark, second by Nordin to approve the November 2022 minutes, passing unanimously.

**4. PUBLIC INPUT** - None

**5. NEW BUSINESS**

**A. Wayfinding Signage - Roepke**

Roepke presented a plan for wayfinding signage along the Cannon Falls City Trail; the new signs would replace 20-year-old signs.

*Signage Purpose:* Eliminate confusion and improve visitors' experience; direct visitors to CF destinations.

*Proposed Locations:* Downtown parking lot; Hwy 20 near Veterans Park; near Hannah's Bend Park and Mill Towns Trail; intersection of 3<sup>rd</sup> and State St; intersection of 3<sup>rd</sup> and Water St.

*Proposed Design:* 24 inches wide x 32 inches tall mounted on two posts; simple design with logos encouraged.

*Funding:* Livewell Goodhue County grant; grant deadlines are 4/30/23, 8/30/23, 10/1/23; \$5000 grant maximum, requiring 10% match that could be in-kind labor.

*Action Requested:* PB approve the design concept; PB determine color, size, location; ask Laura Qualey to apply for grant; provide 10% match.

**Action – *Youngmark made a motion to move forward with installing wayfinding signs along the City Trail like those in the presentation, and to apply for a Livewell Goodhue County grant by the April 30<sup>th</sup> deadline, seconded by Lundell, passing unanimously.***

**B. Trail Grant**

Jensen reported that the Cannon Valley Fair has not signed an agreement to transfer a portion of Hannah's Bend Park (HBP) to the City. The City obtained a grant to link the Cannon Valley Trail to the Mill Towns State Trail, via a portion of the Cannon Falls City Trail that runs through HBP. The issue of park ownership was discovered during preparation for the trail project; the project could not move forward because it was found the Fair owns half of HBP. Time has run out on completing the project by the deadline, and the City must forfeit the \$140,000 trail grant. City Council will discuss the issue at a Work Session next week; a solution is still being sought, with the goal of having the parkland transferred to the City. Jensen advised the City will reapply for the trail grant once the City owns all of HBP.

**Action – *Regretfully a motion was made by Youngmark and seconded by Nordin to cancel the trail grant, passing unanimously.***

### **C. Park Sign**

Money has been budgeted to replace one park sign per year. Howard reported that the new sign for Riverside Park is in and will be installed in the spring. Consensus is to purchase a new sign and update picnic tables in East Side Park for 2023.

### **D. Pool Wages**

Hartman surveyed other communities' pool wages; Jensen presented the findings and staff proposes raising wages to remain competitive.

Action – ***Motion made by Nordin, seconded by Lundell, to set 2023 pool wages as follows:***

***Manager: \$17.00/hr.***

***Assistant Manager: \$14.50/hr.***

***Lifeguards: Step 1 \$11.88, Step 2 \$12.38, Step 3 \$12.88***

***Motion passed unanimously.***

## **7. REPORTS**

**A. Staff** – Howard reported that staff is maintaining the hockey rink only; they are not maintaining the pleasure rink in hopes of having one good rink for all types of skating.

**B. Commissioners** – None

## **8. NEXT MEETING**

Action – ***Next meeting will be March 2, 2023 at 5:00 p.m. in council chambers.***

## **9. ADJOURNMENT**

Action – ***Motion made to adjourn the meeting at 5:59 p.m. by Nordin, seconded by Youngmark, passing unanimously.***

Respectfully Submitted,  
Ellen Hartman, Utility Clerk