

CHISAGO COUNTY PARK BOARD

OFFICIAL PROCEEDINGS

Thursday, June 20, 2019

At 3:00 pm, Thursday, June 20, 2019 Chairman Storm called the meeting of the Chisago County Park Board of Directors with the following members present: Gregg Carlson, Dan Kaiser, Frank Storm, Jolene Wille, and Jill Sicheneder.

Also present: Joe Tart; Park Director, Diane Sander; Support Specialist, Kurt Schneider; Environmental Services Director, Commissioner George McMahon, Commissioner Mike Robinson, and Gavin Jensen-Schneider.

Meeting Summary:

- Unanimously the Board approved agenda.
- Unanimously the Board approved May 30, 2019 the amended meeting minutes with the addition of Regional. Revised minutes state: Sunrise Prairie *Regional* Trail and Swedish Immigrant Regional Trail had counters installed, at no cost to collect trail user data from riders and walkers.
- By consensus the Board requested staff to identify Adopt-a-Trail segments and provide an outline of Adopt-a-Trail obligations for review at the next meeting.
- Unanimously the Board approved the removal of two benches after the City of Stacy installs a hard surface path to each picnic table.
- Unanimously the Board approved the concession agreements and develop a sign to be placed in the windshield for easy identification.
- Board requested staff to get a cost estimate for P&TC to count additional locations.
- Board determined a special event policy should be developed for review at a future meeting.

Meeting was called to order by the Chair.

Motion by Director Kaiser to approve the agenda. Second by Director Wille and carried unanimously.

Motion by Director Carlson to add Regional and approve the May 30, 2019 minutes. Revised minutes state: Sunrise Prairie *Regional* Trail and Swedish Immigrant Regional Trail had counters installed, at no cost to collect trail user data from riders and walkers. Second by Director Kaiser and carried unanimously.

Adopt-a-Trail Application

Staff provided a slide presentation reviewing options for signage and shelters. Board members commented they liked the City of Lindstrom's two sided trailhead design and signage. The design is ideal to provide the location on the trail, but also showcase trail sponsorship, Adopt-a-Trail Volunteers, and additional information. The design is simple enough to have staff assemble. Board discussed options for trailhead locations, secondary trailheads locations at major crossings, and bridges. Some trails will have more signage than others. By consensus the Board requested staff to identify Adopt-a-Trail segments and provide an outline of Adopt-a-Trail obligations for review at the next meeting. The Board reviewed the Stacy Park Board request to remove one bench from two county picnic tables adjacent to the Sunrise Prairie Regional Trail (SPRT) to allow clearance of a wheelchair under the table. Photos of ADA accessible picnic tables along with photos of the requested picnic tables were reviewed. Motion by Director Carlson to remove the benches after the City of Stacy installs a hard surface path to each picnic table. Second by Director Kaiser and carried unanimously.

Concession Agreement

Staff reviewed the concession agreement for vendors to complete prior to selling food items at County Parks. Monthly concession agreement fee is \$35. Staff reported they have not had any problems throughout the years with current vendors. Board determined if a vendor is selling without an approved

agreement, they will be asked to leave and requested to get an approved concession agreement. Motion by Director Kaiser to approve the concession agreements and develop a sign to be placed in the windshield for easy identification. Second by Director Carlson and carried unanimously.

Signage and Shelter Designs

During the slide presentation board discussed maintenance issues with signage and shelters. Staff provided a list of plants that would be suitable for dry conditions and low maintenance.

Staff Reports

Parks & Trails Council of Minnesota (P&TC) is a 501(c)(3) organization and founded in 1954. P&TC has conducted counting projects throughout Minnesota. The objective for the 2019 Chisago County Trail project is to estimate trail traffic at seven locations along SPRT and SIRT at two week intervals during the summer and fall. Staff is assisting with moving the counters. Project data will provide information on trail use, benchmarks, planning, and valuable information for grant applications. At the end of the project, P&TC will provide a report summarizing average hourly/daily/monthly traffic, travel direction, and mode (bicyclists and pedestrians) and estimated total miles travelled. Estimates have approved methodology by MNDOT with low margin of error. Board questioned is trail traffic decreases or not during long term use. Board requested staff to get a cost estimate for P&TC to count additional locations.

Staff has been doing maintenance along SPRT and SIRT with removing a dead trees, fallen branches, and mowing. Maintenance does a fair amount of cleaning on the trails. Staff have also identified and documented missing signs for replacement. Staff reported no additional complaints from the newly opened SIRT sections.

Staff removed a tree near the restroom at Kost Dam Park. Staff reported Fish Lake Park has a lot of trees going down. Staff is focused on removing dead Elm trees. Staff has the equipment and training for tree/branch removal on the ground, but anything high will need to be handled with a rented bucket truck or experienced tree remover/climber. Maintenance has been also focused on adding gravel and grading parking lots.

Board discussed the scheduling at Ki-Chi-Saga Park and how scheduling is set up. Commissioner McMahon reported he receives complaints when teams cannot get on the field or games go after dark. Board discussed scheduling if there is a possibility to see field schedules online. Staff reported new player benches will be ordered for the ballfields. Board discussed having a more comprehensive building instead of smaller scattered buildings for equipment. Staff is in the process of acquiring quotes. Staff reported minimal use at the two campsites. One site is more primitive than the other. Camping payment is on the honor system. Fish Lake Shelter reservations are being made online with major holiday and weekends full. Summer staff has been hired and started at Fish Lake Park.

Prohibited Animals

Staff received a request for a petting zoo. Due to timing of the event and no policy, the request was denied. Board discussed the special event and determined a policy should be developed for review for a future meeting.

Gavin Jensen-Schneider received a local scholarship to visit Washington D.C. to advocate for local parks. Gavin reported it was an interesting trip. He toured national monuments and watched how politics for parks interacted with rural co-ops.

Adjourn

Motion to adjourn by Sicheneder. Second by Wille and carried unanimously.

Next meeting is the 3rd Thursday, July 18, 2019 at North Branch location.