

Park Board

Regular Meeting

February 4, 2015

7:00 PM

Roll Call- J Paschke, C Meixner, J Bruessel, M Underdahl, B Goodwin

Absent- None

Also in Attendance- Lois Nelson, Marie Sexton, Adam Jirak

Regular meeting called to order by Marie Sexton at 7:08 PM

Agenda- No Agenda to approve

Introductions and Election of Park Board Officers

- Jerry Paschke – Chairman
- Julie Bruessel – Vice Chair
- Ben Goodwin – Secretary

Approval of Minutes – No Minutes

Chairman's report from Medford City Council meeting – No Report

New Business-

- New Park Board members introduced themselves and Mayor Lois Nelson provided background information on Park Board activities over the past several years.
- Review of current Medford Park locations and background of current projects relevant to Park Board.
- Board briefly reviewed Pages 30 & 31 of Medford Comprehensive Plan to align Park Board objectives to Medford City Council and Comprehensive Plan.
- Mayor Nelson provided some information on her interactions and possible collaboration with Rice and Steele counties on opportunities for the Wildflower Trail.
- Board discussed calling a special meeting at the regular April meeting to go onsite to all Medford parks in May.
- Board discussed possibility of using City of Medford website for Pool Registration and Payment (no feasibility assessment or action taken)

Next Steps-

- Discussion and planning for Medford Pool policy changes and rate setting at April Park Board meeting.
- Discussion of setting up a Medford Parks facebook page (no action assigned)

Next regular Meeting will be Wednesday April 4, 2015 at 7:00 PM

Motion by J Bruessel, seconded by M Underdahl to adjourn the regular meeting at 8:27 PM

Park Board
Regular Meeting
April 1, 2015
7:00 PM

Roll Call- J Paschke, C Meixner, J Bruessel, M Underdahl, B Goodwin

Absent- Marie Sexton

Also in Attendance- Adam Jirak

Agenda-

Call to Order - Regular meeting called to order by Jerry Paschke at 7:03 PM

Approval of Agenda – No changes to Agenda. Motion by Julie Bruessel to approve Agenda, seconded by Chad Meixner.

Approval of Minutes – No changes to Minutes. Motion by Julie Bruessel to approve Minutes, seconded by Missy Underdahl.

Chairperson’s Report From Council Meeting –

- Jerry Paschke attended City Council meeting on 2/23/15. Jerry P reported that there has not been any information on the utilization of the ~9 acres behind the Casey’s development that could be utilized for future park/green space. Further discussion by the Park Board to look at MN DNR Grants in future meetings.

Old Business – Schedule walk-through of parks

- Walk-through of Medford City Parks is scheduled for 5/6/15 @ 6:30 PM starting at the Medford City pool. Motion to approve schedule by Missy U, seconded by Ben G.
- Discussion of several items to observe including the utilization of the old water tower park; and assessing the general condition of basketball hoops, nets, fences and tennis court layout.

New Business

- i. Review pool policies and pricing
 - Due to the deadline for publishing the Medford City newsletter, the pool rates were published prior to discussion by the Park Board. The Park Board will need to do a review of Pool pricing and policies early in 2016 to meet the publishing deadline for 2016 Medford Pool rates.
 - Brief discussion of published 2015 Medford Pool rates showed that Medford’s pricing is in line with surrounding communities.
- ii. Review park policies and pricing

- Medford Park pavilion rental rates were reviewed by the Park Board and found to be in line with surrounding communities.
 - Review of Park policy documents by Park Board generated a suggestion to change all references to the “softball” diamond to “baseball” in all documents. The Baseball field has a dirt infield and a mound, which are regulation for softball. Motion to amend policy by Julie B, seconded by Missy U.
- iii. Other new business
- Sign up for 2015 Medford City Pool will be held on 5/4/15 from 5:30 to 7 PM in the Medford School Commons

Next Regular Park Board Meeting is Wednesday, June 3, 2015 at 7:00 p.m.

Adjourn – Motion by Missy U to adjourn meeting, seconded Julie B. Meeting adjourned at 8:20 PM.

Park Board
Special Meeting
May 6, 2015 at 6:30 PM

Roll Call- J Paschke, C Meixner, J Bruessel, M Sexton, B Goodwin

Absent- Missy Underdahl

Also in Attendance- Lois Nelson, Rich Kucera

Agenda-

Call to Order - Special meeting called to order by Jerry Paschke at 6:37 PM

Agenda – Single agenda item is to do a walkthrough of Medford city parks with Mayor Nelson, Marie Sexton and Rich Kucera

Observations-

Medford Pool-

- Filter in process of being changed, the permit required by the Department of Health to replace is \$600. The cost of the materials for the filter is \$640. Andy W contacted the MN Legislature regarding the high permit fee, but the Legislature could not take any action at this time.
- The pool deck is in the process of being repainted and resurfaced with a non-slip surface, with concrete cracks being ground out and filled.

- Proposal to assess utilizing excess Medford gravel and rock to add parking and improve access for pool maintenance.

Straight River Park-

- Basketball court goals showing substantial wear, suggest replacement with regulation goals and safety protection.
- Marie Sexton to solicit local Women's Group for funding to add additional picnic tables for the pavilions.
- Identified small metal piece sticking through asphalt on northeast corner of pavilion behind Baseball field.
- Brief discussion of resurfacing entire parking lot as one project. Cost estimate of ~\$110k, further research needed before proposal is made.

"Old" Water Tower Park-

- Opportunity for adding a basketball court and swings to better utilize space available.

Woodfill Park-

- Substantial amount of brush along river bank, and general clean up needed; possible volunteer project.
- Suggestion to remove large limbs that could be a hazard in parking lot.

"New" Water Tower Park-

- Addition of trees and possibly benches after new access is created to park.

Next Regular Park Board Meeting is Wednesday, June 3, 2015 at 7:00 p.m.

Adjourn – Motion by Jerry P to adjourn meeting, seconded Julie B. Meeting adjourned at 8:50 PM.

Park Board

Regular Meeting

June 4, 2015

7:00 PM

Roll Call- J Paschke, C Meixner, J Bruessel, M Underdahl

Also in Attendance- Adam Jirak

A motion was made to approve the agenda. Julie approved it, Chad seconded the motion. Motion Carried.

There were no minutes to approve.

May 6 Special Meeting- Park Walk Through

Park walk through went very well, there were some maintenance issues that needed to be fixed.

Straight River Park

-Repaint the small pavilion.

-Replace the volleyball nets.

-The sign by the canoe landing needs new posts.

Andy went over the expectations of the park board. The expectations are as listed:

-The purpose of the park board is to get things done, don't get caught up in the policies but focus on bringing up ideas (projects) and present them to the city for approval and then move forward with going after the grants and getting the infrastructure in place.

-There is some land that is going to be getting turned over to the state. We would love to see these get turned into trails. This is going to need to be a regional effort. We need to work with Owatonna and Faribault which will give us a much better chance on getting grants to move forward. We need to move sooner on this rather than later.

-In regards to updates that we would like to see happen around the parks and the green spaces that are set aside for future parks. The park board needs to put a plan together for each site, have an open house with the public, present it to the city council for approval and then they will release us to go and get the funding required to get the project completed.

Medford Pool Update:

Olivia Full was not able to be present at the meeting. There was no update given regarding the pool.

Old Business:

In discussion to green space around town and discussing what we would like to see, Chad brought an idea about putting in an archery range. Owatonna is looking into putting in an archery range. Chad would like go to this meeting along with a couple other board members and listen to what process needs to take place so if and when it is we decide to go forward with an archery range, the park board knows what process we would have to go through to get it approved and funded.

New Business:

Park Policy Amendment

The old park policy stated that the deposit needs to be paid within 30 days of making a reservation concerning the rental of the pavilions at the Straight River Park. City staff is recommending that the deposit and the fee to be paid within 7 days of making the reservation.

A motion was made by Julie to approve the change that the payment must be made in 7 days or you lose your date and it will be open to be rented by someone else. The motion was seconded by Missy. Motion Carried.

The policy also states that cancellation of less than 30 days may result in loss of the deposit. Staff is recommending the policy state that failure to provide a 30 day cancellation notice may result in the loss of the reservation fee.

A motion was made by Missy to approve the change that cancellation must be made before 30 days if not it will result in the loss of the deposit.

Proposals for the Straight River Park

- Resurface the parking lot at the park along with the canoe landing.
- Turn half of the tennis court into a basketball court.
- Purchase a 2nd grill for the small pavilion.
- Add more benches around the volleyball courts.
- Look into a place where we can put a parking lot for the pool.
- Contact the Catholic Church in regards to purchasing the land to the west of the pool.

Call Amber for a plot map of the Straight River Park so we can get our plans in place.

Proposals for the green space around the old water tower (Medford Memorial Park)

- Small playset.
- Basketball court.
- Trees.
- Park Benches.

-Brick side walk to the playground which includes memorials that people could purchase.

Call the city to get a plot map of the green space around the old water tower with setbacks in regards to the well house.

Proposals for the Frank Woodfill Refuge

-Talk to the boy scouts about cleaning up the park.

-Place a small pavilion with a couple picnic tables.

-The dedicated trails need to have new wood chips.

-Re-establish the old well.

Proposal for the green space in the Jone's addition

-Need a plot of the land that the city owns.

-Put a dog park in that area.

Next regular Park Board meeting is Wednesday, September 2nd, 2015 at 7:00 p.m.

Park Board

Regular Meeting

October 7, 2015

7:00 PM

Roll Call- J Paschke, M Underdahl, B Goodwin

Absent- C Meixner, J Bruessel

Also in Attendance- Adam Jirak

Regular meeting called to order by Jerry Paschke at 7:05 PM

Agenda- Motion to approve Agenda by Missy U, seconded by Jerry Paschke

Approval of Minutes – Motion to approve the minutes from the April and June Regular Meetings and the May Special Meeting by Missy U, seconded by Jerry Paschke. There was not an official August meeting due to a lack of a quorum.

Chairman's report from Medford City Council meeting – Jerry P summarized the presentation Andru Peters gave during the August meeting.

Old Business-

Review of Andru Peters Trails Presentation and Slides. Park Board members looked through some pictures of the Wildflower Trail taken by Mayor Lois. A lengthy discussion was had of the trail, and the Park Board decided it best for Andru Peters to present to all of the governmental entities involved in the stretch of trail between Faribault and Owatonna (Cities of Faribault, Medford, and Owatonna; Rice and Steele Counties). Further, the Park Board recommends that one or two people from this geographic area (Medford) take the lead on starting a Wildflower State Trail Committee. That committee, in turn, would take over the planning and budgeting for this trail. The Medford Park Board could provide assistance as needed to getting this process started

Swimming Pool Results– Review of financial report by Park Board of Medford Swimming Pool for the 2015 summer season and the results were impressive. The City Staff plans to bring forth a proposal to the Council to ask for the Firefighters’ Relief Fund to increase its annual donation from \$10,000 this year to \$12,500 next year. The Park Board thought that, although the extra donation would be very useful, we were unsure if the Relief Fund would be willing and/or able to increase its donation by 25%. No action will be taken on the part of the Park Board, due to the City Staff’s recommendation of a sufficient sum for 2016 operations. Discussion of the 2016 Medford pool activities will be tabled until the February Medford Park Board meeting.

New Business-

Medford Ice Rink – No current policies for the ice rink available to review. Plan is to review them for the December meeting. Adam J confirmed that the ice rink would be located at the park near the new Veterans’ Memorial again this for this winter skating season (2015-2016). Discussion of special activities, such as a bonfire sometime this winter to attract people. Discussion of providing ice skate rentals, but that would require the city to receive donations of used skates for that purpose. No recommendations were made by the Park Board.

Park Improvement Proposals – Adam J relayed a message that Andy Welti that the Park Board needs to complete proposals for Medford park improvements. The Park Board agreed to focus the majority of the December regular meeting toward a planning session to develop these proposals. Each member of the Park Board will bring to the meeting a top 3 list of proposals he/she wants to see at each of the parks. The parks we would make proposals for are Straight River Park, the Greenspace around the Old Water Tower, Radel Park, and Central Park. We will finalize our “draft” proposals for each of these parks at this meeting, to be presented to the City Council at its December regular meeting. Our December regular meeting will start at 6pm instead of 7pm to allow for enough time for discussing and finalizing our proposals.

Next regular Meeting will be Wednesday December 2, 2015 at 6:00 PM

Motion by M Underdahl, seconded by B Goodwin to adjourn the regular meeting at 8:45 PM