



Trail to the Past. Road to the Future.

PARK AND RECREATION BOARD MEETING

MUNICIPAL COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
TUESDAY September 26, 2023
6:30pm

- 1. Call to Order:** Chairmen Mike Peck called meeting to order at 6:30 pm.
 - a Members Present for Quorum:** Lyle Hoaglund, Henry Blair, Matt Wohlenhaus, Mike Peck, Jessica Bradford
 - b Members Absent:** Martha Vrieze, Brad Germundson
 - c Guest Present:** Joe Adams, Deputy City Clerk Stephanie Arnold

- 2. Adopt the Agenda:** Agenda Adopted

- 3. Approval of Minutes**
8.29.2023 – Vice Chairmen Henry Blaid moved. Jessica Bradford seconded. Passed

- 4. New Business**
 - a Park Policy – Scott Riggs Response
 - i Deputy City Clerk summarized our lawyer’s response regarding the Campground Policy. Our current ordinance needs to be updated stating overnight parking is allowed in our campground. Our current policy allows the city to remove a person’s possessions if they have no vacated their spot by 12:00pm on their check out date. If the city would like the local law enforcement to be able to issues citations or fees, this would be to be updated in the ordinance. Ordinance would need to be worded where overnight camping would be allowed in certain parks with prior approval from City Hall.
 - ii Further discussion brough up the City Hall still using only cash or check for payment. Chairmen Mike Peck and Member Jessica Bradford brought up using “square” or “QuickBooks” to allow for card payments. Deputy Clerk Stephanie Arnold will look into options.

- 5. Old Business**
 - A. Hockey Rink/Basket Ball Court
 - a Chairmen Mike Peck brought expenses for the Lions Park pickleball/basketball court. These expenses were from 2021. This was to give up an idea of pricing. Chairmen Mike Peck confirmed these expenses were for one court. Joe Adams pointed out a lot of these cost would be almost doubled as of today. Chairmen Mike Peck confirmed

the proposal of \$60,000 wasn't far off. Member Lyle Hoaglund asked how much Joint Ventures would be contributing. Joe Adams wasn't sure but will bring this up in their next meeting. Joe Adams will reach out to get quotes on all items needed for next meeting.

- b Joe Adams discussed parking for this location. He is looking for one or two spots with availability to grow if needed.
- B. Covered Bridge
- a Joe Adams confirmed the railing has been fitted. The railing is getting painted today, and should be installed this week. Joe Adams confirmed no cost or recognition is required.
- C. Grants
- a Chairmen Mike Peck confirmed he reached out to Minnesota Coop regarding a grant we have applied to before. Chairmen Mike Peck also emailed someone that has given a grant before, but he has not had a response as of yet.
- D. Riverside Park – Nothing New
- E. Campground
- a Joe Adams confirmed something looked wrong with the campground budget. We are currently running a negative balance. Deputy Clerk Stephanie Arnold confirmed there are still accounts with money in them, but we are spending more than we are making currently. Chairmen Mike Peck thought we had \$40,000, or \$50,000 in this account. Deputy City Clerk confirmed we closed out last year in the negative. Chairmen Mike Peck asked for a further breakdown of where money is coming out of. Deputy City Clerk confirmed some salaries come out of the campground, the last couple of years this percentage has been higher, but has since been fixed for a smaller amount. Member Jessica Bradford was asking if we are able to take money from one fund to payoff a different. Vice Chairmen Henery Blair confirmed there are some accounts we can take money from, and some we can't. Either way, this needs to be approved by council prior to moving the money. Chairmen Jessica Bradford asked for a ledger for the campground and park to be presented at our Park Meetings. Deputy City Clerk Stephanie will work with City Clerk Gretchen Lohrbach to get an updated ledger for each.
 - b Chairmen Mike Peck asked who reviews our audit at the end of the year. Confirmed the council gets a presentation of the audit during council meetings.
- F. Bergmann Park – Nothing New
- G. Slingerland Park –Nothing New
- H. Mantor Field – Nothing New
- I. K-M Dog Park – Nothing New
- J. Denneson Field
- a Carol Dennison's bench is done and should be put out soon. She also wanted a tree planted in the park. Joe Adams confirmed there is a Burr Oak costing \$410.00 once installed. Carol Dennison is willing to pay for this tree. Member Lyle Hoaglund confirmed only the bench was approved per council, Joe Adams will bring the tree before council for approval.

- b Chairmen Mike Peck brought up a recognition sign, similar to what was done at Riverside, for people who donated. Joe Adams said he can get a quote for a recognition sign.
- K. Community Gardens – Nothing New
- L. Community Tree Management
 - a Joe Adams confirmed there are multiple trees that needs to be removed. Joe Adams reached out to Boyum regarding this. Joe Adams has nine locations that has trees throughout the city that needs to be removed. The estimate for this will be \$5,300. All of the Ash Trees will be reimbursed through a grant with the DNR. Joe Adams confirmed this will come out of out Community Tree Management Fund.
 - b Jason Wilker recommended to Joe Adams to look into Bachman’s Nursery for new trees. Joe Adams has been looking into purchasing trees. Joe Adams is requesting to take \$3,000 from Park Tree Management to purchase trees. This is because we need to replace all the Ash Trees we are removing. Joe Adams confirmed trees are from \$120 - \$250 each.
 - i Vice Chairmen Henry Blair moved. Member Jessica Bradford Seconded. Passed. 6 ayes. 0 nays.

6. Next board meeting is 6:30pm October 24, 2023 at City Hall

7. Joint Ventures Updates – Meets November 8th.

8. City Staff Updates/Reports

- a Joe Adams was able to purchase six of the granite benches. They retailed for \$1,700.00 each, and we paid \$150.00 each. Chairmen Mike Peck mentioned if we should do something similar to “adopt-a-bench” / “sponsor-a-bench”. If someone would like their name on a plaque on one of the benches, they could donate \$250.00. Deputy City Clerk Stephanie Arnold will put this proposal on the back of the monthly water bills asking if anyone would be interested.
- b Budget Update – Confirmed we will wait on the Rip-Wrap for the covered bridge. Joe Adam’s confirmed we still need the garbage cans. Joe Adams said it’s unlikely we can share John Deere Broom with Kasson as we have smaller/different equipment, but stated he will shop around for a John Deere Broom to find a cheaper option.
 - i Motion to approve budget after removing the Rip-Wrap. Member Matt Wohlenhaus moved. Member Jessice Bradford seconded. Passed. 6 ayes. 0 nays.

9. Adjourn – Chairmen Mike Peck moved. Member Lyle Hoaglund seconded. Passed. Adjourned at 8:06 pm.