

City of Winsted  
Park Commission  
Monday, October 8, 2012  
7:30 p.m.

Park Commission Members Present: Amanda Alguire  
Steve Ebert  
Petie Littfin  
Kimberly Moen  
Bonnie Quast, Council Liaison

Park Commission Members Absent:

Staff Present: Brad Martens, City Administrator  
Raquel Kirchoff, Administrative Assistant

### 1) Call the Meeting to Order

Ms. Alguire called the meeting to order at 7:30 p.m.

### 2) Approval of Minutes – July 9, 2012

**Ms. Moen made a motion to approve the minutes of the Park Commission Meeting on July 9, 2012.  
Ms. Littfin seconded the motion. Motion carried 4-0.**

### 3) Staff Report

Mr. Martens gave the following City of Winsted Staff Report related to the Park Commission:

- The parks have been sprayed for weeds.
- Trees have been trimmed in the parks.
- The football field hydrant has been repaired.
- The new park signs were installed.
- New volleyball nets were installed.
- Park garbage cans have been checked and emptied on a regular basis.
- The restrooms at the parks are checked and cleaned regularly.
- The Mini-Biffs will be removed from the parks by November 1, 2012.
- The items needing attention in the parks from the Park Commission Park Tour in May, 2012 are nearing completion.
- Soon the temporary items in the park will be put into storage and the restrooms will be winterized.

Mr. Martens stated that there has been discussion in the past regarding a permanent location for an ice rink in Winsted, and the EDCO property was looked at as a possible location; however, this location has a natural slope and would need significant excavation work completed to make it level for a rink. This excavation, plus the purchase price for the property, would be a significant expense for the City.

City staff has now started to research Westgate Park as a better location for the ice rink because if the City will be spending money to create an ice rink, it is better to invest in property that already belongs to the City and improve Westgate Park, while also adding an ice rink there.

Mr. Martens asked for feedback from the Park Commission Members on Westgate Park as being the location for the new ice rink.

Park Commission Members supported the idea of making improvements to Westgate Park and creating an ice rink at that park versus purchasing land from EDCO and completing excavation work to make the ice rink near Hainlin Park.

Mr. Martens stated that Winsted Lake would be the location for an ice rink for the upcoming 2012-2013 season, if weather permits, until a long term location can be developed.

#### 4) No Old Business

#### 5) New Business

##### a) 2013 Budget

Mr. Martens gave an update on the 2013 Park Budget.

##### b) Commissions Ordinance

Mr. Martens stated that over the past several months, issues have arisen in a City Commission that require adjustments to the City's Commissions Ordinance. Staff has been directed by the City Council to draft an updated ordinance that includes more detailed information in regards to removal procedures, attendance requirements, etcetera. Mr. Martens stated that he has created a new ordinance and has asked the Park Commission to review the sections regarding the Park Commission. Martens stated that the City Council has made clear that they are very satisfied with all members of the Park Commission and will immediately re-appoint each member following the adoption of the ordinance.

Mr. Martens stated that a Public Hearing would be scheduled at a City Council Meeting in the near future to consider adoption of the Commissions Ordinance. Martens asked for comments from the Park Commission Members regarding the Commissions Ordinance. Park Commission Members agreed with the language in the Commissions Ordinance related to the Park Commission and had no concerns regarding the language.

**Mr. Ebert motioned to recommend approval of the Commissions Ordinance. Ms. Littfin seconded. Motion carried 4-0.**

##### c) Park Commission Meeting Date Reschedule – November, 2012

Mr. Martens stated that the next regularly scheduled Park Commission meeting is scheduled for Monday, November 12, 2012. City offices will be closed on this day in honor of Veteran's Day. Mr. Martens asked that the Park Commission reschedule or cancel the meeting scheduled for Monday, November 12, 2012.

**Ms. Moen motioned to cancel the Park Commission meeting scheduled for Monday, November 12, 2012. Mr. Ebert seconded. Motion carried 4-0.**

#### 6) Announcements

Mr. Martens stated that there is a vacant position on the Park Commission so interested individuals may contact him for information.

Ms. Moen stated that the maps placed on the trail signs are confusing for bikers that are coming from the Watertown area and asked that an arrow be added to help lead the bikers to the next map along the trail. Ms. Littfin agreed with Ms. Moen and stated that people have let her know that this area is confusing. Mr. Martens stated that he would work with Public Works to find a solution.

Ms. Littfin asked if there is going to be anything placed along the route letting traffic know about bicycle and pedestrian traffic for safety purposes. Mr. Martens stated that the sharrow sign option that was discussed to be painted onto the road in the past was placed on hold until the outcome of the Luce Line Trail discussion was known. Now that it is known that funding is not available for the Luce Line Trail, the sharrow sign painting can be brought before the City Council for approval.

#### 7) Adjournment

**Ms. Littfin motioned to adjourn the meeting. Ms. Moen seconded the motion. Motion carried 4-0.**

**The meeting adjourned at 7:55 p.m.**

*Brad Martens*  
Brad Martens,  
City Administrator  
City of Winsted

ATTEST:

*Raquel Kirchoff*  
Raquel Kirchoff  
Administrative Assistant  
City of Winsted