

City of Winsted
Park Commission
Winsted City Hall – Council Chambers
Tuesday, December 13, 2011
6:30 p.m.

Park Commission Members Present: Amanda Alguire
Steve Ebert
Kurt Landin
Bonnie Quast, Council Liaison

Park Commission Members Absent: Kim Moen
Cheryl Sutton

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

1) Call the Meeting to Order

Alguire called the meeting to order at 6:30 p.m.

2) Approval of Minutes – November 10, 2011

Landin made a motion to approve the minutes of the Park Commission Meeting on November 10, 2011. Ebert seconded the motion. Motion carried 3-0.

3) Staff Report

Martens stated that the Public Works Department has worked on the following items:

- A replacement ramp will be purchased for the skate park, with the funds remaining in the Park Improvements fund for 2011, and will be stored over the winter until installation in the spring of 2012.
- Finishing lock installation on the storage sheds.
- Working on the ice rink when possible.

Commission Member Landin asked if the graffiti on the slide at Hainlin Park had been removed. Martens stated yes.

4) Old Business

a) Park Signage

Martens stated that over the last several meetings, the Park Commission has reviewed signage options to increase public awareness of where Winsted parks are located.

The Park Commission preferred moving forward with smaller individual signs near each park, instead of a large sign in one location.

Staff has worked with M & R Sign Company to get example drawings of the signs for the Park Commission to review. Martens reviewed the proposed sign locations and showed examples of the brown signs with white lettering. Martens stated that the signs would cost approximately \$652, plus the installation cost from McLeod County.

Council Liaison Quast asked why the City of Winsted Public Works Department could not install the signs. Martens stated that the County does not offer that option because they have a standardized plan for installation throughout the county.

Park Commission members liked the signs and thought they would work for Winsted.

Alguire motioned to recommend approval of the proposed plan to install directional signage to Winsted Parks. Ebert seconded. Motion carried 3-0.

5) New Business

a) Ice Skating Rink Maintenance Plan

Martens stated that two (2) possible options exist for the current season's ice rink location, which include the Herald Journal parking lot or on Winsted Lake at Mill Reserve Park. He reviewed the conditions for the rink at each location, as follows.

Herald Journal Rink:

Size: Approximately sixty feet (60') by one hundred sixty feet (160')

Light source: Currently none provided at this location

Amount of snow needed prior to flooding: Six (6) inches

Time of day when flooded: Early morning, prior to daylight

Re-flooding schedule: As needed

Equipment used to flood: Fire truck

Equipment used to remove snow: Skid steer loader with broom/pick up truck

Warming house accommodations: Currently none provided at this location

Winsted Lake:

Size: Approximately one hundred feet (100') by three hundred feet (300')

Light source: Park lights

Thickness of ice needed prior to flooding: Twelve (12) inches

Time of day when flooded: Not applicable

Re-flooding schedule: Not applicable

Equipment used to flood: Not applicable

Equipment used to remove snow: Skid steer loader with broom/pick up truck

Warming house accommodations: Yes

Martens stated that Staff is favoring completing the rink at Winsted Lake, and not installing the rink at the Herald Journal, because ice conditions on Winsted Lake are favorable this year.

Martens stated that Cub Scout Pack 399 visited City Hall and was polled on where they thought the rink should be. They preferred the Herald Journal location.

Commission Member Alguire stated that she had heard that a maintenance vehicle had gone through the ice in the past and that would cause concern for parents, if the rink was on the lake. Martens stated that he believed a skid steer had gone through the ice, but did not know the exact location of where it went through. Martens stated that the City would require that there needed to be twelve (12) inches of ice for the skating rink to be open on the lake.

Council Liaison Quast remembered that the reason the rink was not on the lake in recent years, as it had been in the past, was because it is hard to clear the snow for the access to the rink.

The Park Commission members did not see problems with having the rink on the lake for the current season. Landin recommended that if the ice gets sloppy, the rink should be closed. Alguire stated that she hopes that more people will use the rink than last year. Quast stated that having a warming shed and lights should attract more people.

Ebert motioned to maintain only one ice skating rink on Winsted Lake at Mill Reserve Park, for the current season. Landin seconded. Motion carried 3-0.

Martens mentioned that the City Council wants to review the option of a permanent ice rink at a Winsted park in 2012, so the Park Commission will likely review this topic in 2012. Ebert asked if it would have a permanent warming shed and if there would be a warming house attendant hired to ensure no vandalism occurred. Martens stated that attendants could possibly be volunteer positions.

6) Announcements

Alguire stated that she and Martens would be working with the Herald Journal for examples of updated entrance signs for the Winsted parks. She asked if there were any suggestions on the design for the updated signs. No suggestions were given, other than agreement that the signs should be updated.

Martens asked the Park Commission if they preferred not meeting during some of the winter months. The Park Commission members stated that they would like to cancel the January, 2012 meeting and plan to meet in February, 2012.

7) Adjournment

Landin made a motion to adjourn the meeting. Ebert seconded the motion. Motion carried 3-0. The meeting adjourned at 6:45 p.m.

Brad Martens

Brad Martens,
City Administrator
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff
Administrative Assistant
City of Winsted