

City of Winsted  
Park Commission Work Session and Special Meeting  
City Hall – Lewis Room  
Thursday, August 18, 2016  
4:30 p.m.

Present: Steve Ebert  
Evelyn Fowler  
Tim Fury (via Conference Call)  
Cindy Racette  
Steve Stotko (Council Liaison)

Staff Present: Daniel Tienter, City Administrator  
Dave Meyer, Public Works Supervisor  
Amanda Zeidler, Deputy City Clerk

Also Present: Jake Saulsbury, Bolton and Menk, Incorporated  
Charles Schultz, Winsted Baseball Association  
Denis Campbell, Winsted Baseball Association

**1) Call the Meeting to Order**

Mr. Steve Ebert called the Work Session to order at 4:30 p.m.

**2) Old Business**

**a) Campbell Field Site Visit – 591 Andy Avenue**

The site visit was cancelled due to inclement weather.

**b) Campbell Field Improvements Discussion**

Mr. Dan Tienter, City Administrator, stated that the City of Winsted owns and operates Denis M. Campbell Field (Campbell Field), which is home to the Winsted Wildcats, an amateur baseball team operated by the Winsted Baseball Association.

Representatives from the Baseball Association addressed the Park Commission and presented the proposed improvements for Campbell Field.

Ms. Evelyn Fowler addressed Mr. Charles Schultz and Mr. Denis Campbell, asking what kind of revenue is earned by the Baseball Association when tournaments are sponsored at Campbell Field. Mr. Campbell stated that there were 2,700 people in attendance at the last tournament with a \$5.00 admission fee, plus concessions. Mr. Campbell stated that the Baseball Association retains the money from concessions. He added that the gate money or admission goes back to the Region, Minnesota State High School League, or whomever is hosting the tournament.

Mr. Tim Fury summarized by stating that the Park Commission can all agree that a short-term fix is not a good investment for the community, and will not solve the larger problem at Campbell Field.

Mr. Schultz stated that the Baseball Association is not tackling a new dugout until the major drainage problem is solved. He added that they intend to place a new roof on the third (3<sup>rd</sup>) base dugout.

Mr. Ebert stated that the Park Commission is addressing a revised plan, which includes the items that can be fixed in order for the Baseball Association to host larger tournaments. The Park Commission discussed the revised project scope and improvements, as well as funding for the project and the cost share that is proposed with the Baseball Association.

Mr. Jake Saulsbury, Bolton and Menk, Incorporated, clarified that some improvement items may have to be redone when the new dugout is constructed, due to the drainage issues. He stated that his concerns are related to surface drainage, and a lot of ground movement, which is evident by the dugout. The dugout needs to be repaired again and the roof has moved. The previous repair did not live up to the full scope of its expected lifespan. He added that he is concerned that freeze-thaw cycles will cause some movement for anything that is installed or repaired. He added that there are

some uncertainties with the drainage. Mr. Dave Meyer, Public Works Supervisor asked for clarification regarding the drainage system that is proposed by the retaining wall near the 3<sup>rd</sup> base dugout. Mr. Schultz explained how the drainage currently flows from this area and how the proposed system will assist with better drainage and flow. He added that the Baseball Association is confident that they can alleviate some of the issues and drain water from the infield with the proposed improvements.

Mr. Tienter stated that taking into account the recommendations that were made by the Baseball Association, and the recommendation thus far from the City Engineer, the Park Commission ultimately has to decide if they want to recommend the project as designed to the City Council, if they want to make changes based on the recommendation of the City Engineer, or if they want additional information. Mr. Tienter added that the goal stated by the Baseball Association is to accomplish something before the end of 2016.

Mr. Ebert stated that the proposal is pretty well thought out, and encouraged the Park Commission to make a recommendation to move forward, acknowledging the risks involved, as the project has been designed.

Mr. Fury asked if there was any new or additional information since the last meeting. Mr. Tienter stated there was not any new or additional information. The Park Commission discussed the recommendation to the City Council and the likelihood of receiving approval to move forward. Mr. Fury clarified that moving forward with Phase I of the project will put the Baseball Association in a better position to meet the goals in respect to hosting tournaments, as well some of the items outlined in the long-range plan. He added that the Park Commission will be in a much better position to move forward with Phase I, once it is better designed, and then advise the City Council.

Mr. Tienter asked Mr. Saulsbury to offer some information regarding a timeline if this project would be approved at the next City Council meeting. Mr. Saulsbury presented a rough timeline for the proposed project and all of the necessary steps that are needed to complete the project.

**Ms. Fowler motioned to adjourn the Work Session portion of the meeting. Ms. Cindy Racette seconded the motion. Motion carried 4-0.**

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Mr. Ebert called the regular meeting to order at 5:15 p.m.

Mr. Tienter summarized by stating that the Park Commission just ended a work session where they reviewed the revised Campbell Field Improvement Project in detail with representatives of the Winsted Baseball Association, the City's Parks and Public Works Supervisor, and the City Engineer. Based on that discussion, the Park Commission's guidance was to call this meeting and then to essentially vote on the project, based on the comments.

Mr. Tienter stated that the Park Commission will need to make a motion to recommend the project, as submitted by the Baseball Association, and included in the August 2, 2016 memo to the Park Commission from the City Engineer to the City Council for final approval at their September 6, 2016 meeting.

Mr. Ebert clarified that the Park Commission will need to label this Phase 1 – Infield Improvements. Mr. Tienter stated that the idea being that this is the first phase to accomplish the tasks necessary so the Baseball Association can bid and host larger tournaments. There would be a Phase 2 project that would include the drainage component that was considered previously by the Park Commission to the City Council in their last recommendation, which will be probably not happen until at least 2020.

**Ms. Fowler made a motion to recommend moving forward with Phase I – Infield Improvements as submitted by the Winsted Baseball Association, to make improvements to Campbell Field in an amount up to \$101,500. Mr. Fury seconded the motion. Motion carried 4-0.**

**4) No New Business.**

**5) Other Business**

**a) New Commission Member**

Mr. Tienter informed the Park Commission that City staff will begin advertising for the vacant Park Commission position in the near future and advised the Commission members to encourage people to apply for the position.

**b) Tree Donation**

Mr. Tienter informed the Park Commission that the trees donated by Jack and Petie Littfin have been planted on the north side of City Hall.

**6) Adjournment**

**Ms. Racette made a motion to adjourn the meeting. Ms. Fowler seconded the motion. Motion carried 4-0.**

The meeting adjourned at 5:20 p.m.

*Daniel Tienter*

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Daniel Tienter,  
City Administrator  
City of Winsted

ATTEST:

*Amanda Zeidler*

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Amanda Zeidler,  
Deputy City Clerk  
City of Winsted