

PARK BOARD

January 15, 2025 1:00 PM

MEETING AGENDA

- 1) Call to Order and Roll Call:
- 2) Public Comments:
- 3) Changes or Additions to Agenda:
- 4) Approval:
 - a) Minutes from 7-17-2024
 - b) Minutes from 10-16-2024
- 5) General Business:
 - a) Welcome our new Park Board members
 - b) Skateboard Park relocation update
 - c) Eagles Basin Park equipment
 - d) Athletic Complex ballfield leveling issues
- 6) Old Business:
 - a) Update on projects
- 7) Other Business:
- 8) Adjourn:

Park Board

4) a)

Meeting Date: 01/15/2025

ITEM TITLE: Minutes from 7-17-2024

DEPARTMENT: Administration

REQUESTED BY:

PURPOSE:

ITEM SUMMARY:

The minutes for 7-17-2024 were not approved at the October meeting. It was asked to confirm the date that Nichole Graner submitted her resignation, which was July 2, 2024. Minutes were corrected and need to review and approve.

Attachments

Minutes from 7-17-2024

DRAFT



PARK BOARD MINUTES

PARK BOARD MEMBERS:
MICHAEL ANDERSON, MEMBER
SHARON BURKE, MEMBER
MJ BUSSIAN, MEMBER
DARREN SHEELEY, MEMBER

STAFF:
TONY JOHNSON, PUBLIC WORKS DIRECTOR
RILEY COSTELLO, ASSISTANT PUBLIC WORKS DIRECTOR
LISA SPRINGER, OFFICE MANAGER

1. Call to Order and Roll Call:

Present: Michael Anderson, Board Member
MJ Bussian, Board Member
Sharon Burke, Board Member
Darren Sheeley, Board Member

Also Present: Tony Johnson, Public Works Director; Riley Costello, Assistant Public Works Director; Lisa Springer, Office Manager; Caroline Gregerson, City Administrator

Attendees: Jeff Sulla, Item 5c-windscreens for pickleball and tennis courts, Wendy Cockrell, Item 5b-Heritage Park ADA stage ramp, Rachel Cockrell, Item 5b-Heritage Park ADA stage ramp, Mayor Emily Durand, Public Comment for Wabasha Kellogg Age-Friendly Collaborative Survey

The Park Board Meeting for Wednesday, July 17, 2024 was called to order by Tony Johnson, Public Works Director, at 1pm.

2. Public Comments:

Mayor Durand gave an overview of the Wabasha-Kellogg Age-Friendly Collaborative. This community team plans to send out a survey to residents throughout August and September. The goal is to help identify what is needed to make the community livable and support residents of all ages. If you see the flyers, please help to spread the word and engage the public. No motion, information only.

3. Changes or Additions to Agenda:

There were no changes or additions to the agenda.

4. Approval:

a. Minutes from 3-20-2024

Moved by Board Member MJ Bussian, seconded by Board Member Michael Anderson to approve the minutes as drafted. AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

b. Minutes from 2-21-2024

Moved by Board Member MJ Bussian, seconded by Board Member Michael Anderson to approve the minutes as drafted. AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

5. General Business:

a. Site #20 campground lease issue

A family member took over the lease in 2024, and it was never caught by staff when the lease was submitted. Past practice is to offer the site to those on the waiting list. Motion to terminate the lease and prorate after the 30-day notice and offer the site to the waiting list group at a prorated amount.

Moved by Board Member MJ Bussian, seconded by Board Member Michael Anderson AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

b. Heritage Park ADA stage ramp request

Wabasha Resident Wendy Cockrell brought concerns about ADA accessibility at the Heritage Park Stage to the Park Board.

Wendy Cockrell spoke to the Park Board about her concerns with accessibility to the stage for handicapped individuals. Her daughter is in a wheelchair and their experience with accessing the stage without a ramp is very difficult. Motion to approve staff time to research this more with the city attorney and with engineering to also be involved in the discussions.

Moved by Board Member Michael Anderson, seconded by Board Member Sharon Burke AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

c. Benches, picnic tables, and windscreens for pickleball and tennis courts

Request for benches and picnic tables near the pickleball courts. There are 4 aluminum benches, 2 green benches, and a couple of picnic tables left over from the old athletic field location. Public Works can clean these up and relocate them to this area. Windscreens were also suggested for the pickleball courts and would cost around \$1,300. Motion for expenditure of the windscreen slates.

Moved by Board Member MJ Bussian, seconded by Board Member Darren Sheeley AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

Moved by Board Member MJ Bussian, seconded by Board Member Darren Sheeley AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

d. Swings for pool park discussion

City Administrator, Caroline Gregerson presented the idea of installing swings at the Dennis Pfeilsticker Memorial Park by the Wabasha City Pool. Looking for assistance with grants and requests for funds. Mayor Durand will participate and Park Board Member, MJ Bussian will pursue this. Suggestion of 2 toddler, and 2 regular swings and also extension of wood chips in this area to accommodate the swings. No motion, information only.

e. Beach Park toy library

The concept is nice, but there are concerns about the toys not being picked up or floating away. This park sees vandalism in the restrooms and people put picnic tables in the water already. Motion to decline the toy library request at this time.

Moved by Board Member Darren Sheeley, seconded by Board Member Michael Anderson AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

f. Pollinator garden and future tree grant

Wabasha County Soil & Water would like to plant a pollinator garden and tree plantings through a grant. The trees planted could be given away to the public. There would be a 10% match through the grant and would cost around \$2,300 out of the park budget if we would like to move forward with it. City staff has identified a FEMA lot that would be suitable for this. Motion to participate in the grant.

g. Request for Refund of Boat Slip Lease

Our lease agreement clearly states there are no refunds in the lease agreement. The request for a refund of the boat slip lease was denied.

Moved by Board Member MJ Bussian, seconded by Board Member Michael Anderson AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

h. Resignation of Board Member

Moved by Board Member Michael Anderson, seconded by Board Member Sharon Burke AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

to approve the resignation of Nichole Graner from Park Board.

i. Application for Park Board Vacancy

j. Memorial Bench Request-Marcine Miller

Accept the memorial bench request. Will need to confirm that our standard green bench will be acceptable versus the blue that was requested. Staff will confirm with the family before ordering.

Moved by Board Member Darren Sheeley, seconded by Board Member MJ Bussian AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

k. Popcorn Park rehab discussion

Improvements to this park area would be one tree and a couple of planter pots. No motion, discussion only.

l. Athletic Field Complex sports scheduling

Let groups self-manage the use of this public park, whereas city staff manage scheduling. No motion, discussion only.

6. Old Business:

There was no old business to discuss.

7. Other Business:

Wendy Cockrell, representing the All Abilities Playground Group is willing to spearhead and reactivate this discussion group. There is a need for members and she is looking for ideas and connections from the Park Board. Park Board member Michael Anderson expressed interest in helping. No motion information only.

The Wabasha Dog Park project is underway, terminal posts are in the ground, and the gates. Completion is anticipated towards the end of July. No motion, information only.

8. Next Meeting Date: August 21, 2024

9. Adjourn:

Moved by Board Member Darren Sheeley, seconded by Board Member MJ Bussian to adjourn the meeting. AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

Lisa Springer, Office Manager

Park Board

4) b)

Meeting Date: 01/15/2025

ITEM TITLE: Minutes from 10-16-2024

DEPARTMENT: Administration

REQUESTED BY:

PURPOSE:

Minutes from 10-16-2024

ITEM SUMMARY:

Attachments

Minutes from 10-16-2024

DRAFT



PARK BOARD MINUTES

PARK BOARD MEMBERS:
MICHAEL ANDERSON, MEMBER
SHARON BURKE, MEMBER
MJ BUSSIAN, MEMBER
DARREN SHEELEY, MEMBER

STAFF:
TONY JOHNSON, PUBLIC WORKS DIRECTOR
RILEY COSTELLO, ASSISTANT PUBLIC WORKS DIRECTOR
LISA SPRINGER, OFFICE MANAGER

1. Call to Order and Roll Call:

Present: Michael Anderson, Board Member
MJ Bussian, Board Member
Sharon Burke, Board Member
Darren Sheeley, Board Member

Also Present: Tony Johnson, Public Works Director; Riley Costello, Assistant Public Works Director; Lisa Springer, Office Manager; Caroline Gregerson, City Administrator; Tyler Grabau, Finance Director

Attendees: Charles Klein, Public Comment & Item 5c (Discuss land sale near Cannon Park), Robert Schuth, Public Comment & Item 5c (Discuss land sale near Cannon Park), William Kay, Public Comment & Item 5c (Discuss land sale near Cannon Park)

2. Public Comments:

Public comments came from the following individuals regarding the Cannon Park land sale on the agenda.
Charlie Klein-611 8th St E-his property is next to Cannon Park. He was curious to know more about the discussions about the park.
Robert Schuth-605 8th St E-his property is next to Cannon Park and has lived there for 60 years, if it is decided to sell it, he is interested in purchasing.
William Kay-224 3rd St E- suggests relocating the cannon to the triangular lot (parcel B) so it is a little more prominent and visible versus decommissioning the park.

3. Changes or Additions to Agenda:

Moved by Board Member MJ Bussian, seconded by Board Member Michael Anderson Request to add Transient Site #21 Discussion AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

4. Approval:

a. Minutes from 7-17-2024

The minutes were not approved at this meeting.

5. General Business:

a. Pet Butler Quote for Dog Park

No action was taken on this.

b. Discuss Dog Park Winter Operations

Moved by Board Member MJ Bussian, seconded by Board Member Michael Anderson to allow Public Works to close the Dog Park at their discretion.
AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

c. Discuss land sale near Cannon Park

The WATCH Housing Committee was looking to identify underutilized land that the city owns and consider selling for new housing in Wabasha. It was identified Cannon Park parcel could be split into 3 parcels (A-B-C) for the potential of new home construction. Feedback from the Park Board members was not to decommission the park (Parcel C) and not to enforce conditions or requirements to build a home within 12 months on any of the other lots. The triangular lot (Parcel B) doesn't seem suitable for a structure and not sell it or decommission the park.

Moved by Board Member MJ Bussian, seconded by Board Member Darren Sheeley Recommend to sell as is with no housing conditions. Would like legal opinion and present to City Council. AYE: 3 NAY: Board Member Sharon Burke ABSENT: None. Motion: Adopted

Moved by Board Member Sharon Burke, seconded by Board Member Darren Sheeley Parcel C-Cannon Park, keep the cannon at the park and the park remains the same. AYE: 3 NAY: Board Member Michael Anderson ABSENT: None. Motion: Adopted

d. Popcorn Park Sign

Public Works will powder coat the existing "Wabasha" sign and would like to place it diagonally in Popcorn Park. In addition to installing the sign, a couple of planters and benches will be added in this area. Will provide details to HPC for review. No motion.

e. Transient Site #21 Discussion

Moved by Board Member Michael Anderson, seconded by Board Member MJ Bussian to switch to a permanently leased site for the 2025 camping season. AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

6. Old Business:

There was no old business to discuss.

7. Other Business:

There was no other business to discuss.

a. Terms Expiring

Moved by Board Member Sharon Burke, seconded by Board Member Michael Anderson to accept Darren Sheeley's resignation at the end of his term on 12/31/2024. AYE: 3 NAY: None. ABSENT: Board Member Darren Sheeley (ABSTAIN) Motion: Adopted

Moved by Board Member Darren Sheeley, seconded by Board Member Sharon Burke to accept the renewal of MJ Bussian and Michael Anderson terms. AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

b. RJAC Event in September 2025

Moved by Board Member MJ Bussian, seconded by Board Member Michael Anderson to allow the use of the Heritage Park for this event on 9-13-2025. AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

c. Next Meeting November 20, 2024

No motion, information only.

d. Fencing Updates

No motion, information only.

8. Adjourn:

Moved by Board Member Darren Sheeley, seconded by Board Member MJ Bussian to adjourn the meeting at 2:01PM. AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

Lisa Springer, Office Manager

Park Board

5) a)

Meeting Date: 01/15/2025

ITEM TITLE: Welcome our new Park Board members

DEPARTMENT: Administration

REQUESTED BY:

PURPOSE:

Welcome our new Park Board members.

ITEM SUMMARY:

We will be welcoming Linda Odden and Bill Kay to the Park Board and will have a full membership!

We are also halfway through the process of changing the Park Board membership rules, so that people that own business can also join the Park Board, and not only residents.

Park Board

5) b)

Meeting Date: 01/15/2025

ITEM TITLE: Skateboard Park relocation update

DEPARTMENT: Public Works

REQUESTED BY:

PURPOSE:

Update on the progress of moving skateboard park to the new Athletic Complex.

ITEM SUMMARY:

Riley has been working with FEMA to provide funding for all new skateboard park equipment, and to relocate the equipment to the new Athletic Complex. We will know more on Monday if this will be funded and we can discuss the plans with the Park Board.

Park Board

5) c)

Meeting Date: 01/15/2025

ITEM TITLE: Eagles Basin Park equipment

DEPARTMENT: Public Works

REQUESTED BY:

PURPOSE:

Update on Eagles Basin park playground equipment

ITEM SUMMARY:

We have been working on possible grants with Caroline for Eagles Basin Park playground equipment. We can update you at the meeting.

Park Board

5) d)

Meeting Date: 01/15/2025

ITEM TITLE: Athletic Complex ballfield leveling issues

DEPARTMENT: Public Works

REQUESTED BY:

PURPOSE:

Discuss the current issues with the ballfields leveling.

ITEM SUMMARY:

We have been going back and forth with our engineers and the contractors to make sure the ballfields are redone and releveled as they are way out of tolerance and uneven, and could cause accidents to players. Both fields have dips and high spots abnormal to baseball/softball outfields. We will update you at the meeting.

Park Board

6) a)

Meeting Date: 01/15/2025

ITEM TITLE: Update on projects

DEPARTMENT: Public Works

REQUESTED BY:

PURPOSE:

Staff will update you all on various projects.

ITEM SUMMARY:

- New Malone Park walkway/bikepath lighting: 100% funded by FEMA thanks to Riley's work on the project. \$30,000.
 - Rip Rap on the Mississippi River: 100% funded by FEMA thanks to Riley's work on the project. \$90,000.
 - Skateboard Park relocation: 100% funded by FEMA pending approval. (Riley)
 - Malone Park playground relocation: 100% funded by FEMA pending approval. (Riley)
 - Sidewalk/walkway concrete repair: 100% funded by FEMA pending approval. (Riley)
 - Dog Park is open and so far successful. Grass is taking a beating this winter with no grass, and some of the wet/foggy days turned muddy.
 - Veteran's Park is 80% completed. We will be looking at final landscaping in spring along with possible shrubbery/trees.
 - Bruegger Park roof 100% completed with the help of Community Service.
 - Beach Park/Pool restroom painting 100% completed with the help of Community Service.
 - Heritage Park 1/2 white PVC fence completed on river side parking lot.
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