

**MELROSE PARKS AND RECREATION BOARD
REGULAR MEETING
WEDNESDAY, APRIL 8, 2026 - 6:00 P.M.**

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Melrose Parks and Recreation Board met in a Regular Meeting on Wednesday, April 8, 2026, at 6:00 P.M. at the Melrose City Center pursuant to due notice being given thereof. Present were Board Members Mark Niehoff, Craig Schiffler, Dave Berscheit, Julie Baum, Justin Frieler, Joe Woeste, and Lindsey Chmielewski and Community Development Director Sheila Hellermann. Vice Chair Berscheit presided thereat.

The Board then recited the Pledge of Allegiance.

2. APPROVAL OF THE AGENDA

A motion was made by Board Member Baum, seconded by Board Member Frieler, and unanimously carried to approve the agenda.

3. APPROVAL OF THE MINUTES

A motion was made by Vice Chair Schiffler, seconded by Board Member Frieler, and unanimously carried to approve the Minutes from the Board's February 4, 2026, Regular Meeting.

4. REPORTS

4a. Community Development Director Report

Community Development Director Hellermann provided the following update. She stated that Jennie-O is a project that affects both economic development and public spaces in the city. Recently with the redevelopment of Jennie-O, people have been commenting on Melrose Historical Society social media posts that they would like to see a dog park in this area. She is also still working on the Small Cities Development Grant. There has not been any progress on the potential bakery opening up in the city.

4b. Streets/Parks Supervisor Report

Streets/Parks Supervisor Rousslange provided the following update. Weatherwise things are starting to move into spring. The new pickleball court and the dump station will be worked on once it gets warmer. The light conversion has happened at the pavilion, so those have been switched to LEDs. New countertops and sinks will be added to the bathrooms. The dump station has been upgraded to make it easier to use and maintain.

5. OLD BUSINESS

5a. Sauk River Park Review of 2026 Work

Community Development Director Hellermann presented. She stated that Streets/Parks

Supervisor Rousslange did go over much of this in his report. We do not have a report yet on how many campground spots have been reserved. The Riverfest Committee met about a month ago, and voted to keep the layout the same for Riverfest in June. The only parking at Sauk River Park for Riverfest will be for volunteers and handicap parking. Everyone else will be expected to shuttle in from the school. The Blenker property nearby has been sold within the family and it is expected to be turned into a housing development. The expansion of the campground is scheduled for next summer, to add additional sites to the campground.

5b. Dog Park Ideas

Community Development Director Hellermann stated that there was one new idea for a dog park that she can present to the Board. Streets/Parks Supervisor Rousslange stated that the outdoor skating rink could be used for a dog park. Board Member Woeste stated that he liked the idea because no money would need to be spent on it. Board Members stated that this could be a good trial run to see if there is demand and if dog owners utilizing the park clean up after their dogs. Board Member Baum stated that this would recognize the interest in a dog park that the Board has been hearing for a while, and that it would also be close to the Lake Wobegon Trail and apartments. Board Member Woeste stated that there might be complaints that the area is a little wet. Community Development Director Hellermann was wondering whether there might be any noise complaints. Board Members stated that the park could be advertised as a one-year trial.

Board Member Chmielewski stated that since the new townhomes in the area also allow pets this is a very concentrated area that could have a lot of animals and have demand. On the eastern side of town there is more single family homes. Community Development Director Hellermann stated that one thing the city might need to look into is if there is any liability concerns with having a dog park on city property, so she will talk with Finance Director Niehaus about that. Board Member Frieler asked whether the dog park in Sauk Centre has equipment or park benches, would people question if the dog park here does not have any equipment? Streets/Parks Supervisor Rousslange stated that some picnic tables have been added. There have been some items donated as well, such as Girl Scouts placing some tractor tires inside the park area.

A motion was made by Board Member Chmielewski, seconded by Board Member Baum, and unanimously carried to approve a dog park at the outdoor skating rink at Jaycee Park.

5c. Review of Railroad West Budget and Contracts

Community Development Director Hellermann presented. The City Council has awarded the playground to Landscape Structures/Flagship and awarded the restroom to Kraemer Lumber per the Park Board's recommendations. The total spent on the park is now at \$180,180, so there is about \$70,000 left for everything else with the total budget of \$250,000 for Railroad West Park. One challenge is that the Railroad West Park does not currently have sewer access. Streets/Parks Supervisor Rousslange stated that we are looking to have Roach install a sewer connection through to the park when they put in their next section of townhomes next to the proposed park.

5d. Pop Up Water Park Dates

Community Development Director Hellermann presented. She stated that she has talked with the Fire Department about this and the Fire Department would like the Board to pick the dates. We just do not want it to conflict with the Farmer's Market. We will also need to pick out which location to have the event at as well. Board Members discussed several spots where the event could be held. After discussing potential sites, it was decided that the Pop Up Water Park would be held at the parking lot near Arvig along the Lake Wobegon Trail. It was decided that it would be held on Thursdays, and have three events, one in June, July, and August.

5e. Bench Program

Streets/Parks Supervisor Rousslange stated that several benches have been placed already. The bench that the Class of 1975 was looking to place on school district property was approved by the School Board as well. There was discussion about the placement of several benches. There are twenty benches left. The city will start promoting the bench program again in order to solicit more bench donations.

6. INFORMATIONAL ITEMS

- 6a. The next Parks and Recreation Board meeting is scheduled for Wednesday, June 17, 2026, at 6:00 p.m.

The meeting was later moved to be scheduled for Wednesday, June 23, 2026, at 6:00 p.m.

7. ADJOURNMENT

A motion was made by Board Member Chmielewski, seconded by Board Member Frieler, and unanimously carried to adjourn the meeting at 6:42 P.M.

A handwritten signature in black ink, appearing to read "Connor Kockler", written over a horizontal line.

CONNOR KOCKLER – CITY CLERK