

**MELROSE PARKS AND RECREATION BOARD
SPECIAL MEETING
WEDNESDAY, FEBRUARY 16, 2022 – 6:00 P.M.**

AGENDA

1. Call to Order/Roll Call
2. Approval of Agenda
3. Old Business
 - a. Sauk River Park Campsite Conceptual Plan
4. New Business
 - a. LCCMR Funding Request
5. Adjournment

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SPECIAL MEETING
WEDNESDAY, FEBRUARY 16, 2022 – 6:00 P.M.**

A.I. #1 CALL TO ORDER/ROLL CALL

The Melrose Parks and Recreation Board met in a Special Meeting on Wednesday, February 16, 2022, at 6:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Board Members Justin Frieler, Dave Berscheit, Craig Schiffler, Joelene Wieling, Sara Hoffner, City Administrator Colleen Winter, Streets/Parks Supervisor Gary Middendorf, and Electrical Supervisor Roger Avelsgard. Chair Frieler called the meeting to order.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Ms. Hoffner, seconded by Mr. Berscheit and unanimously carried that the agenda be approved as submitted.

A.I. #3 OLD BUSINESS

- a. The Park & Recreation Board continued the conceptual planning of the Sauk River Park and campsites. Staff presented a site plan drawing of the proposed campsite locations. Park Board will need to approve the concept layout and then we will need to authorize SEH to proceed forth with an estimate. With this current layout the basketball court would be eliminated as well as a portion of the soccer field. City Administrator Winter had an opportunity to visit with Ceil Strauss of the DNR regarding the floodway which the whole park is located in. In reviewing our ordinance, it appears that we will need to go through a Conditional Use Permit process for the shower/bathroom building. Staff will be working with SEH on this project. As part of the process, we had discussed utilizing Outdoor Recreation funds and we may still want to look at that due to the expense.

Electrical Supervisor Avelsgard provided an estimated cost of \$34,058.08 for the electrical materials for the campsites.

Mr. Avelsgard left the meeting at 6:33 p.m.

A motion was made by Mr. Schiffler, seconded by Mr. Berscheit and unanimously carried recommending Council approval of purchasing the electrical materials for the campsites.

The Park Board discussed raising the camping fees. No determination was made at this time.

A majority of the Sauk River Park is in a floodway. A shower/restroom could be constructed in the same location as long as a portion of the existing restroom building remains and it has zero impact on the flood plain. If this cannot be accomplished then the new shower/restroom building will need to be relocated.

A.I. #4 NEW BUSINESS

- a. The City for the RDB project had applied for LCCMR funds over 18 months ago and City Administrator Winter received word last week that Melrose is still under consideration for funding. This was for the realignment of the channel and habitat restoration. Well, our RDB project is well underway therefore Winter did not believe that we had a viable project. However, Winter had a lengthy discussion with Senator Westrom and with the folks from WSB that helped put together the original application, and it makes sense to leave a project in for LCCMR funding but focus specifically on the fish benches, the canoe launch, education and signage at the park.

City Administrator Winter provided information as to the types of vegetation and maintenance of the buffer.

The Park and Recreation Board supported the fish benches, canoe launch, and fishing pier.

The Park and Recreation board supported one fishing pier, one fish bench, canoe/kayak launch and the signage at the park.

Staff will continue to pursue the LCCMR and Outdoor Recreation grants.

The Park and Recreation Board will have a Special Meeting on Wednesday, March 9, 2022, at 6:00 p.m.

A.I. #5 ADJOURNMENT

A motion was made by Mr. Berscheit, seconded by Ms. Hoffner and unanimously carried that the meeting be adjourned at 7:05 p.m.

PATRICIA HAASE – CITY CLERK