



*Trail to the Past. Road to the Future.*

**PARK AND RECREATION  
BOARD MEETING MUNICIPAL  
COUNCIL CHAMBERS  
21 5<sup>TH</sup> STREET E, MANTORVILLE, MN 55955  
TUESDAY May 28, 2024  
6:30pm**

1. **Call to Order:** Member Henry Blair called the meeting to order at 6:33 pm.
  - a. **Members Present for Quorum:** Lyle Hoaglund, Henry Blair, Matt Wohlenhaus, Don Hofstad, Brandy Ramer
  - b. **Members Absent:** Martha Vrieze, Brad Germundson
  - c. **Guest Present:** Joe Adams, Stephanie Arnold
  
2. **Adopt the Agenda:**
  - a. Stephanie Arnold made a change stating 5-B Should state “Band Shell” instead of “Covered Bridge”
  - b. Agenda Adopted Member Don Hofstad moved. Member Matt Wohlenhaus seconded.
  
3. **Approval of Minutes**
  - a. 04.30.2024 - Member Don Hofstad moved. Member Matt Wohlenhaus seconded. Passed. 5 yay / 0 nay
  
4. **New Business**
  - a. Selection of Chairman
    - i. Member Henry Blair stated he and Member Lyle Hoaglund are not able to run for chair person as they are Council Representatives.
    - ii. All council members voted on individual papers, counted by Stephanie Arnold.
    - iii. The votes counted as: 3 Brad Germundson, 2 Matt Wohlenhaus.
    - iv. Member Henry Blair and Member Lyle Hoaglund mentioned Brad Germundson needs to be asked to accept Chairman. Stephanie Arnold will send him an email.
  
5. **Old Business**
  - a. Hockey Rink/Basketball Court - No updates
  - b. Band Shell
    - i. Tom Munson presents regarding the Band Shell
    - ii. Tom introduced himself and gave a brief explanation of the bandshell for the new board members.
      1. He works at MBT. Band Shell at Riverside Park. He would like to see music outside his window.
      2. Bandshell next to the southern pavilion. He has done the flooding plans, grating plans, site plan, and building plans are underway. Building design similar to Stewartville, this one would have more limestone. Floodway goes through the middle of the park, which has been staked out. The

location picked is on the fringe. He would be using flood resistant materials. He received the DNRs blessing.

- iii. Building plans are underway, he has a flagship doner who will sponsor the construction of the structure, and the MRA has offered to act as a fiscal agent for monetary donations. Elcor states they can give him fill from the 4th street intersection. If they can get a building permit in time, they can get and move it for free.
- iv. Tom Munson spoke with Joe regarding some points that needed to be discussed:
  - 1. Scheduling
    - a. Tom said maybe we could use signupgenius. It's a link to a sign up page. It shows times and dates that are or are not available. This would allow users to sign up on their own. This would also hide the names of people who have signed up to other users. There is a free version of this. Member Matt Wohlunhaus states it is user friendly as he has used it before. Tom states this should lessen the burden on staff. Member Lyle Hoaglund states city hall staff could help people who need help signing up. Tom thinks scheduling this way would help staff manage this new task.
  - 2. Clean up
    - a. Tom states he thinks having people put down a \$250 deposit for reservation for clean up. This would cover staff wages for two hours of clean up. This deposit would also provide an incentive for people to keep the area clean. It would need to be asked how many people would be at the event. After a certain number, a dumpster would be required as the trash cans at the park wouldn't be enough. This number could be picked by staff, Tom states 500. He would recommend the higher the count, the higher the deposit. A bigger event would have a bigger budget.
    - b. At some point the bathrooms would not be enough for the bathrooms in the park. Tom thinks around 250 people for more than 3 hours. At that point the city should require the person reserving the bandshell to require a portapotty. Tom states it would be up to the city if they would require a higher deposit and the city get a dumper/porta potty, or if they would require the person reserving the bandshell to provide one. Tom states he thinks it would be rare to have events on this scale, but it would be a good idea to retain control of who provides these.
  - 3. Enforcement
    - a. Tom states he thinks the city should be able to enforce the rules. This could mean when putting in the electrical, have a fuse box with a switch. This switch would be turned off and locked. The key can only be obtained by going through the proper channels.
    - b. He would recommend an approval period. Due to the audience, the noise, everything involved, he would recommend a two week approval period. This would allow each person to be brought before Council for approval or Park Board. Tom would recommend the City have a clause stating they can change terms, waive deposit, refuse future bookings, for whatever reason, they can deny or refuse to return deposit.
- v. Tom states he thinks all of these points he has recommendations that could help

with being a benefit to the community instead of a benefit. He opened for questions.

1. Joe Adams brings up what if someone starts asking for people to pay a ticket price. Member Henry Blair states it's a reservation on the sign up not an approval. That could be a question on the sign up. Member Brandy Ramer states that we would also need to ask how many people might show up as security would be needed at some point, insurance would need to be a question. Member Lyle Hoaglund brings up that originally the plan was to not change people to use the BandShell.
  2. Member Lyle Hoaglund states the Chamber has discussed having a Tuesday Night Concert Night. This would align with the Farmers Market and bring more people in for that. Member Lyle Hoaglund states there is a lot of talk around town regarding the BandShell. The response seems to be mostly positive, there are some negative comments but not many.
  3. Member Lyle Hoaglund thinks before breaking ground the Council should hold a public meeting. Member Henry Blair states he doesn't think there needs to be a public meeting. He thinks we might need to have an informational meeting in lieu of a public meeting. Tom Munson states he thinks an informational meeting would be nice due to the noise element, but there isn't anything regulation that requires a public meeting. Tom Munson states there is already an ordinance regarding noise after a certain time. Member Matt Wohlenhaus confirmed.
- vi. Tom Munson states he approached the MRA because they have the staff to handle the BandShell, they have handled donations previously for the city, they helped to design the BandShell so they were completely brought up to speed on the project. Tom states it's a tricky situation as everything needs to come together at the same time to make this happen.
  - vii. Member Lyle Hoaglund asked if they have the designs done. Tom states they have the initial design done. Last time he visited with Aaron about it, he had some questions regarding some types of materials he wanted to speak with the builder about. Other than that he was almost done with the design. They should be connecting early next week.
  - viii. Member Brandy Ramer asked if the meeting would be before the Council meeting or at the Council meeting. Member Henry Blair states it would be an agenda on the council meeting. He states it's already been out there for a while. Most people have had the chance to bring it up, it's been on the agenda for the park board for months, and it has been on the agenda in the Council meeting multiple times as well.
  - ix. Member Matt Wholenhaus asked if there was some sort of ordinance for how this will work. Member Henry Blair states we would mirror what we have done for the park shelter. There are rules for what you can and can not do, there are time frames in place. Member Brandy Ramer mentions that we could look at what Stewartville has in place for their BandShell.
  - x. Member Lyle Hoaglund states the electric could run from the park shelter as that needs to be updated anyway. Joe Adams states the current plan is to use the meter on the corner pole, that would be the cheapest option.
  - xi. Joe Adams states he has heard of people wanting to do a movie night at the BandShell.
- c. Grants
- i. Joe Adams states that Laura sent a grant out for doing a pollination program at

Goat Island. Pollinator Pathways. It needs to be turned in by June 20th. He was working with Will, who is replacing Laura from CEDA. He reached out to Dodge County and they wanted us to piggyback on their grant. They were very excited about Goat Island. Joe Adams presents a map detailing the plans. The approximate cost is \$15,000. This would be a flowery mix with grass. There will be flower trees down there as well. They will maintain this for the first year and a half. This project would not cost the City anything.

1. Member Henry Blair asked if this would cut into people being about to use the area. Joe Adams states he wants to keep the outside area near the river open. The plan would be to connect this trail to the trail that goes to Kasson and keep it open for people to fish.
  2. Member Lyle Hoaglund asked about the grass. Joe Adams states it depends on how long it takes to get established. He states the grass would filter the sand. He is unsure where we are with Frisbee Golf. With this plan some of the spots on Goat Island would need to move. Member Matt Wolhenhaus states he thinks the plans are currently on hold.
- ii. Motion to support the Pollinator Pathway plan to Council made by Member Lyle Hoaglund and seconded by Member Matt Wohlenhaus.  
Passed. 5 yay / 0 nay
- d. Riverside Park**
- i. Joe Adams states the trees at the covered bridge are gone. They need to come back and grind the stumps.
- e. Campground**
- i. Joe Adams states there is a lot of traffic in the campground right now. Member Brandy Ramer mentions she saw a camper struggling to pull out of the campground the other day. This was due to the sign. She agreed it was an inconvenience but they would rather not have the cars running through there.
  - ii. Member Henry Blair asked if usage in the campground has been lower. Stephanie Arnold answered that the campground roughly where it normally is, the pick up isn't until August.
  - iii. Member Matt Wohlenhaus states the Sheriffs now have access to the campground website. The dispatch has access with all info and the sheriffs have access only to see who should be in each spot.
- f. Bergmann Park - No updates**
- g. Slingerland Park - No updates**
- h. Mantor Field**
- i. Little League has stated. Joe Adams states they have received a couple of complaints regarding the field but that is due to be repaired this fall.
- i. K-M Dog Park - No updates**
- j. Denneson Field**
- i. Joe Adams states he is waiting on Tim to get the plans for the parking lot.
- k. Community Gardens**
- i. Joe Adams wanted to ask the Park Board about the honeysuckle bushes next to the road north of the community gardens. They are homey and not flowering anymore. He would like to take those out and replace them with trees. He is open on which type of tree. Member Lyle Hoaglund states he supports taking the bushes out. Member Brandy Ramer mentions we need to make sure the trees don't shade the garden as that might affect some plants. Joe Adams agrees stating most of the sun comes from the east.
- l. Community Tree Management**
- i. Joe Adams states he was supposed to meet with Jason Wilker this morning but

was unable to. Jason put a package of trees together with a quote of \$3,231.00 for a variety of trees. This would include Hackberry, Oak Maple, Oaks, ect. He would receive 21 right now.

- ii. Member Lyle Hoalgund asked if Joe Adams had purchased a stump grinder yet. Joe Adams states no he has not. He is only able to spend \$5,000 on a piece of equipment. Stump grinder would cost \$10,000. He is looking at a post hole digger or a chainsaw.

**6. Next board meeting is 6:30pm Tuesday June 25, 2024**

**7. Joint Ventures Updates - No Updates**

**8. City Staff Updates/Reports**

- a. Stephanie Arnold mentioned as she is not City Clerk she will not be using the Mantorville email, but her personal one.

**9. Adjourn - Member Matt Wohlenhaus adjourned the meeting at 7:41 pm. Member Brandy Ramer seconded.**