

The minutes will be presented for approval at the next Park Board meeting.

## Goodhue County Parks, Trails and Recreation Advisory Board

Meeting Date: August 15, 2025

Meeting Location: Goodhue County Byllesby Park – Cannon Falls, MN

Meeting Time: 12:30 PM

### Members

Brad Anderson	Commissioner
Todd Greseth	Commissioner
Mike Melstad	1 <sup>st</sup> District Representative
Mairi Doerr	2 <sup>nd</sup> District Representative
Bernie Overby	3 <sup>rd</sup> District Representative
Barbara Pratt	4 <sup>th</sup> District Representative
Janie Farrar	5 <sup>th</sup> District Representative
Scott Roepke	Cannon Valley Trail Representative
<i>Vacant</i>	Trail Representative
Jess Greenwood	Staff: Director of Public Works
Jennifer Ziemer	Staff: PW Special Projects Coordinator

Absent: Mairi Doerr

Other members of the public present: Bruce Hemmah

Janie Farrar called the meeting to order at 12:35 PM.

Commissioner Anderson called for nominations for the Park Board Chair. Scott Roepke nominated Janie Farrar, and the nomination was seconded by Barbara Pratt. Commissioner Anderson called two more times for nominations. Hearing none, he moved to elect Janie Farrar as the 2025 Park Board Chair. The motion was seconded by Barbara Pratt and carried.

Janie Farrar called for nominations for the Park Board Vice-Chair. Scott Roepke nominated Mike Melstad, and the nomination was seconded by Janie Farrar. Janie called two more times for nominations. Hearing none, Commissioner Anderson moved to elect Mike Melstad as the 2025 Park Board Vice-Chair. The motion was seconded by Bernie Overby and carried.

It was moved by Barbara Pratt, seconded by Commissioner Anderson, and carried to approve the July 25, 2024, Park Board Minutes.

It was moved by Mike Melstad, seconded by Bernie Overby, and carried to approve the agenda.

Staff discussed proposed revisions to the Parks, Trails and Recreation Advisory Board By-Laws. The current by-laws have been reviewed by staff, as well as one of the County Commissioners, the Park Board Chair, and the Vice-Chair. The Park Board requested the following additional changes to the draft document:

- a) Change the wording in Article II to say “The Park Board, acting under the guidance of the Public Works Director...” instead of “The Park Board, acting under the direction of the Public Works Director...”
- b) Change the wording in Article III Section 2 to say “... community organization ...” instead of “... area recreational organizations ...”
- c) Under Article III Sections 2 and 3, make a representative from the Cannon Valley Trail (either the Trail Manager or a Trail Board member) a Park Board member that is appointed by the County Board and is not subject to three terms of three years each
- d) Remove the words “in a year” from Article III Section 6 so that it reads “Members who miss three (3) consecutive meetings will be considered inactive...”

#### Mission Statement

*The mission of the Goodhue County Parks, Trails and Recreation Advisory Board is to provide a quality park, trail and recreation system which strive to preserve, protect, maintain, improve and enhance the County's park land, trails, and recreational activities, on behalf of all current and future citizens of the County of Goodhue*

- e) The Park Board Chair and Vice-Chair should serve as a nominating committee and work with the Park Board and County Commissioners to help find people to serve on the Park Board as terms expire.

It was moved by Mike Melstad, seconded by Barbara Pratt, and carried to approve the Parks, Trails, and Recreation Advisory Board By-Laws including the drafted and above listed changes, and to recommend County Board approval of the revised by-laws.

Staff provided updates on the parks, ongoing park projects, project funding, and the Kullman remediation project with Land Use Management.

Staff discussed in more detail the proposed fish cleaning station at Byllesby Park. They addressed concerns regarding park visitors cleaning fish on picnic tables and in restrooms, as well as potential fish cleaning station construction costs, maintenance, and waste disposal concerns. The Park Board discussed building our own more affordable cleaning table, stations in other municipalities where the fish waste is frozen, and community partnerships for construction and maintenance. It was moved by Mike Melstad, seconded by Janie Farrar, and carried to delay further design and construction until more park staff or community partners are available to help fund and maintain a fish cleaning station.

Several proposals for the Byllesby playground replacement that is slated for 2027 were presented by staff. The Park Board discussed playground use, the condition of the current structure, other types of playground (nature-based, challenge themed, etc.), accessibility concerns, and prices associated with different features. The Park Board was supportive of installing another hard structure play area, with different play areas once again for 2-5 year olds and 5-12 year olds. They were also supportive of pursuing increased accessibility and inclusivity both in the play structures and the play area surfacing, which would benefit park users of all ages and abilities (including those with more unsure footing as they age). They would like to consider adding a nature-based playground and/or challenge course in the pine grove in future years, as indicated in the Master Plan. It was moved by Mike Melstad, seconded by Barbara Pratt, and carried to have staff proceed with design of (1) a traditional hard-structure play area with improved accessibility/inclusivity elements and poured in place rubber as the preferred design, or (2) a traditional hard-structure play area with improved accessibility/inclusivity elements in areas of poured in place rubber, with wood mulch in other areas as the secondary design preference; with the recommendation for County Board approval in the Capital Improvement Plan for 2027.

Staff discussed reason for and challenges of creating a park donation policy. The Park Board provided the following direction to staff:

- a) Create a single plan that encompasses all of the County parks
- b) To keep the plan as simple as possible, which may include removing recognition of in-kind services, forms of recognition, or other elements
- c) To provide donor recognition on a donor recognition wall/monument, but not on specific park features (trees, benches, etc.)
- d) To develop bronze, silver, and gold (or similar) levels of recognition
- e) To allow for naming of parks in honor of land donations or monetary donations to acquire land, but not to allow naming of special features within parks in honor of donors
- f) To include provisions for donations from park partner organizations

It was moved by Mike Melstad, seconded by Janie Farrar, and carried to continue to develop the plan with the above listed principles included.

With not specifically identifying park benches in honor of donors or memorials, there was no need for the Park Board to formally approve a park bench location map.

The next meeting date is to be determined.

It was moved by Janie Farrar, seconded by Commissioner Anderson, and carried to adjourn the meeting at 2:39 PM.

Respectfully submitted,

Jennifer Ziemer

Goodhue County Public Works Special Projects Coordinator

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