

**MINUTES
PARK BOARD MEETING
AUGUST 19, 2021**

The meeting was called to order at 6:30 p.m.

Present: Akenson, Josephson, Koster, Lee, Lombardi, Reeves, Sinclair; Public Works Director: Reed; Supervisor: Ruzek.

Public Works Director Reed, Supervisor Ruzek, and members Akenson, Lee, Lombardi, and Sinclair were present at the Town Offices Conference Room. Members Josephson, Koster, and Reeves were present via Zoom Video Conference Call. Lombardi acted as chair. All motions, seconds, and votes were given via roll call.

APPROVAL OF AGENDA (Additions/Deletions): Akenson moved approval of the agenda as submitted with the addition of next meeting date change and start time. Lee seconded. Ayes all.

APPROVAL OF MINUTES OF JULY 15, 2021: Sinclair moved the approval of the minutes of July 15, 2021. Akenson seconded. Ayes all.

TOWNSHIP DAY/MOVIE IN THE PARK: Lisa was present to discuss **Marketing and Admin, Movies in the Park, and Township Day.**

Marketing and Admin: Beecroft reported that Town staff and she have fallen into a nice groove of photography, social media posts, general marketing, and admin. Township Day and movies have been posted on social media. Beecroft noted that she has been invited to speak at the White Bear Lake Area Chamber of Commerce on Tuesday, September 7th. She will be promoting White Bear Township, Movies in the Park and Township Day.

She showed *Town Life* advertisement option and compared it with her graphic design on an advertisement choice. There was consensus that the Town would like to use her design.

Movies in the Park: Beecroft noted that at the August movie of *Trolls World Tour 2* she stopped counting guests at 250. The cost of having newer movies has proven to be worth the rate of return in activity and guest participation.

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Township Day: Beecroft reported that she is on track for the event, budget wise. Beecroft may have another sponsor confirming in the next couple of days: American Manufacturing for \$250. White Bear Super Store also wanted to be a sponsor, but she wanted to discuss with the Park Board since they aren't located within the Township, though they serve Township residents. The Board had consensus that it would be OK for White Bear Super Store to be a sponsor. There was discussion of the silent auction donation. Wild tickets were donated in the past. Lee may donate a stay at her cabin. There was some discussion of the community stage, which has been booked already. The kids groups had reached out for performing opportunity. The fireworks are confirmed at \$6,200. Though the budget was set at \$6,000, because the event is under budget, the Park Board is OK with the increase and no vote is needed. There was some discussion of having Ramsey County set up a booth for COVID-19 vaccines. There was some discussion of parking, and it isn't completely figured out yet, but will be by next meeting. Member Reeves noted that the Pollinator Friendly Alliance is busy but are trying to gather some volunteers for Township Day. The bathrooms will be functional, though not finished.

There was some discussion of a clown coming on, who works at the Minnesota State Fair and Market Fest. It is \$500 and he walks around giving free balloon animals to children.

The Park Board agreed that he would be a good addition and because it's within budget there is no need for a vote. The event will need some more vendors: currently there are 4 food vendors. Carbone's may apply, and there have been a lot of vendors thinking about it, but they are down staff this year. There were 35-40 vendors total in 2019. There was some discussion of a final go/no-go call with the COVID-19 delta variant in mind. Right now it was decided a "go with caution" but staff could still be prepared to check in right before. The next meeting is right before the event, so that could be the final time to pull the plug should it be needed.

POLAR LAKES PARK: a) **Park Restrooms Update & Site Visit:** The Public Works Director reported that he updates the Town every week. The contractor recently ran out of the thin brick for the outside, so that part may not be done for the bathrooms by Township Day, but it will be functional. Public Works will also order some port-a-potties for Township Day.

Resident and previous Town Board Supervisor Dick Sand was present and wanted to thank the Park Board for the bathrooms and all of the hard work that each has been putting in with time and thought about the Town's parks and park constructions. Not many parks have bathrooms.

b) **Playground Replacement Process:** The Public Works Director reported that because the Park Board voted to move the playground replacement until 2022 and increase the budget, there is time if the Board wanted to have a vendor or 2 come in to a meeting to present. Then the Board can brainstorm with it. Staff would make sure the

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vendors know it would be an educational and informational opportunity not a sales opportunity, but it could help the Park Board work through some thoughts regarding the process. There was some financial discussion and it was noted that the Finance Officer can be present to answer any financial questions if need be.

FOUR SEASONS PARK TENNIS COURT REHABILITATION – UPDATE: The Public Works Director reported that staff is just finishing the tennis courts. All that is left is putting the net posts in, then resurfacing and restriping the courts. It should be done by the end of the month. Some other work that has been done is staff pouring cement pads for benches and grills around some parks.

TOWN HALL FREEWAY SIGN – DESIGN: Historical Society Treasurer Bill Short was present to introduce a couple of design options for the future Town Hall freeway sign. He noted that residents and staff appreciate the Park Board's time and effort for the Township and Township Day. He showed the Board images of where the sign will be visible from the highway in the northwest corner facing northwest, the southbound traffic will see it. Short showed 3 options: the first was what is currently there but blown up; the second option was from the sign manufacturer and was metal and wood made to look historical; and the third option the old Town Hall sign back from 1858. There was discussion of each sign option and the Park Board weighed the pros and cons. The Town already has the old Town Hall sign, it would just take some refurbishing and implementation into the spot.

The members were in agreement about the look and feel of the sign manufacturer's metal and wood historical marker concept (second option). The Board asked if they could modify the type or add to it. It was noted that yes, the Park Board can change the sign however it deems appropriate, as these were just concepts for discussion. Member Akenson extended the sign on Short's example to include "White Bear Township Est. 1858" under the "Historic White Bear Town Hall" portion of the metal and wood sign. The Historical Fund will pay for the sign.

TREE TRUST PLANTING PLAN – UPDATE: The Public Works Director reported that he has the planting plan in the packet. The Tree Trust is going to do some plantings on other Town property. Tree Trust waters the trees for up to 2 years. Town Staff has started watering the trees from 3 years ago. There was some discussion of the numbers. It was decided that staff will find out some information for the Park Board: the total number of trees given, how many trees other communities planted, and how many trees the Township planted. It was noted that it is great that the Township is taking advantage of a great opportunity.

PET WASTE DISPOSAL STATIONS – DISCUSS: The Public Works Director reported that he has found snapshots of examples of other communities pet waste disposal stations. Pet waste has become part of the MS4 mandates through the Met Council. The Town has to comply to some measure, but it would help with the Town's storm water quality, so the dog waste doesn't get washed into the storm sewer. Staff and

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Members have seen violations of pet waste disposal. Fines are coming in the future. The trouble with both fines and these disposal stations is that staff has to maintain it. Staff has to maintain giving fines and maintain these pet waste disposal stations. These stations will be put at parks where dogs are allowed.

Staff wanted input from the Board, though Polar Lakes Park, Deer Meadow, Longview are currently where staff is planning to place these stations. There was some discussion of the concept of compostable bags. These bags would be single-use plastic bags. Mead Park could be an additional park to a station to. There was some brief discussion of other parks.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director reported on the Public Works Department Activity of July 2021. There was some discussion of the Storm Water Pollution Prevention Plan and the MS4 mandates that staff have to comply to.

ADDED AGENDA ITEMS: There was some discussion of the **next meeting date change & meeting time start:** Town staff wanted to move up the Park Board meeting due to the proximity of the meeting and Township Day event. If anything needs to be completed prior to the event, it doesn't give staff a lot of time to get it done. There was some discussion of when the event could be held. Monday, September 13th at 6:30 p.m. was decided upon. That can be the final go/no-go discussion. Of course, basic safety precautions like trying not to handle cash, will be given out. Beecroft has safety documents for each category of involvement in the event: staff and volunteers, entertainers, and vendors. There was some discussion on the billboard with free advertisement, graphic design work that has 3 variations of ads: car show, music, and general activities.

There was some discussion of what cost is sunk if the Town chooses no-go on Monday, September 13th. About 35% of the \$6,200 for fireworks is sunk. The Township holds no accountability to the bands and sound vendor upon a no-go case-scenario. So, the Town would be down \$2,170 for fireworks plus whatever the Town has paid Beecroft for her work.

There was some additional discussion of FYI items passed by the Town Board: the Stable Property RFP for demolition of the blighted buildings and the deer hunt coming up.

Lee moved to adjourn the meeting at 7:54 p.m. Akenson seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh
Recording Secretary

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