

STILLWATER TOWNSHIP PARK COMMITTEE

April 11, 2016 –Town Hall – 7:00 PM

PRESENT: Chairperson Vanessa Barvels, Park Committee Members Michael Ranalla, Kelley Shantz and Lori Meyers. Town Board Supervisor Liaison Linda Countryman, Park Manager Jackie Garofalo and Deputy Clerk Barbara Riehle.

REGULAR MEETING

1. **AGENDA** - M/S/P Ranalla/Shantz moved to adopt the agenda as written. (4 ayes)
2. **MINUTES** – M/S/P Meyers/Shantz moved to approve the 11/09/15 meeting minutes as written. (4 ayes)
3. **PARK & TRAIL CONCERNS**
 - Otto Berg**
 - **Water** – Deputy Clerk Barbara Riehle will contact Mantyla Well and have the water in the park turned on by May 1st.
 - **Volleyball Net** – Deputy Clerk Barbara Riehle will check with Park Member Rod Hunter to ask him to put up the volleyball net. If repair or replacement is needed, the Park members came to a consensus to have him go ahead to whatever is needed.
 - **Accessibility Improvements** - Park Manager Jackie Garofalo applied for a grant recently for ADA access, sport court resurfacing, etc. She informed us that the market is highly competitive. Her grant packet was thorough and has multiple proposed access points. It was discussed to seek an Eagle Scout to do the project. We will place information on both the Newsletter and on the website. It will be mid-summer before we would receive word on whether we were approved for the grant or not. The committee can reapply for the grant next year.
 - **Port-a-potty** – The lower lot toilet has been reinstalled recently.
 - **Security Lighting** – Installation is complete in the upper lot. Park Manager Jackie Garofalo will look into a brighter bulb with more lumens per sq. ft.
 - **Tree Trimming** – Park Manager Jackie Garofalo noticed ruts left by our trimmers. Restoration is planned.
 - **Accident** – New fencing was needed recently due to an accident. The picnic table needs replacing. Waiting on the warmer weather to get installed.
 - Little Carnelian**
 - Park Manager Jackie Garofalo reported that she will work with Raleigh’s regarding the beach sign removal and reinstall. Weather pending.
 - Deputy Clerk will check with Air Fresh to make sure the port-a-potty is installed.

Arcola Heights

- Assistant Park Manager Kelley Shantz reported that the use of the disc golf is in full swing. Lots of cars. Also the port-a-potty was recently reinstalled.
- Kelley will also contact Maroney's for a side by side recycling bin.
- Member Lori Meyers asked whether tree trimming/thinning is necessary. Member Kelley Shantz reported that he does most of it and will continue to do more.

Otchipwe Prairie Trail – NO REPORT**Curtiss Hills Trail** – NO REPORT**Quarry Avenue Trail** – NO REPORT

**For budgetary reasons our Park Manager needs to know when trimming/blading or treating the trails is done.

McDonald Property

- Deputy Clerk Barbara Riehle will check with Town Board Supervisor David Johnson for further follow up. She had previously tried to make contact but with no success.

4. **NEW BUSINESS**

- **ESR Chore Crew Services** – Information was presented by a Power Point Handout. Park members reviewed the services offered and the packet of information including the Operating Agreement. After careful review the Park Committee collectively agreed that at this time there is not a need for the services offered. Deputy Clerk Barbara Riehle will relay this outcome to the ESR contact.
- **Township Events** –Several events are already on our township calendar. Spring Clean-Up Day, Iron Man, ALS Bike, Arbor Day, Picnic, Cinco de Mayo, etc. For updated information visit our website at www.stillwatertownship.com.
- **Spring Clean-Up Day** – Saturday May 14th from 9am-12p.m. Deputy Clerk Barbara Riehle will check with Bob Ranalla Jr. to put out an email blast reminder to those signed up for digital communication.
- **Banner** – Looking to receive a quote from Stillwater Printing for 2 banners to promote our spring Clean-Up Day. This would be approximately 8'x3' in size. This could be paid through our recycling grant.
- **Eagle Scout Design Policy** - Member Michael Ranalla gave feedback on how we could incorporate work details and time frame into their work done, but that it would be difficult to get a guarantee of work. Members agreed that at application of a project would be when details would be agreed upon.
- **Biffy's** - Deputy Clerk Barbara Riehle will follow up on details with Airfresh to have all the port-a-pottys reinstalled at all locations.

- Comprehensive Plan 2040 – There was a brief discussion about when to begin the revision project. Work will need to begin by September 2016 so completion can be made by December 2017. Deputy Clerk Barbara Riehle will get further details and information from our Township Planner Sherri Buss prior to beginning. A Pollinator Safe section will need to be added.

5. **OLD BUSINESS**

- ✓ Commercial Use Insurance - Member Lori Meyers put together a “Special Event & Commercial Use Policy and Request Form” first draft for review last year. The committee will revisit this and Supervisor Linda Countryman will bring this to the next Board meeting for feedback.
- ✓ Pavilion Rental Rate – Rates increased and can be found on the website.
- ✓ Stillwater Trails Plan – Park Manager Jackie Garofalo updated our need for bike trail connections within the township specifically the connection to Brown’s Creek via Norell Ave. Further information to come.

(Michael Ranalla departs)

6. **TOWN BOARD LIAISON REPORT** – Supervisor Linda Countryman reported.

7. **PARK MANAGER REPORT** –Park Manager Jackie Garofalo reported.

- DNR Grant Update
- Playground Inspection – upon warmer weather. Wood chips will be raked.
- Trail Maintenance Schedule
- STS Dates – We have the crews for 3 dates (4/22, 4/29 & 5/6); Members would like to have buckthorn removed at Little Carnelian Park. They have a current way to cut and treat. The township will look into ways to treat yet still adhere to our pollinator pledge using non-systemic treatment.

8. **NEXT MEETING** – May 9, 2016.

9. **ADJOURNMENT** –The meeting was adjourned.

Submitted by: Deputy Clerk Barbara Riehle