

City of Winsted  
Park Commission  
Winsted City Hall – Council Chambers  
Tuesday, September 13, 2011  
6:30 p.m.

Park Commission Members Present: Amanda Alguire  
Kurt Landin  
Kimberly Moen  
Bonnie Quast, Council Liaison

Park Commission Members Absent: Steve Ebert  
Cheryl Sutton

Staff Present: Brad Martens, City Administrator  
Raquel Kirchoff, Administrative Assistant

### 1) Call the Meeting to Order

Alguire called the meeting to order at 6:30 p.m.

Alguire welcomed Petie Littfin, 508 Ponto Point, to address the Park Commission.

Littfin stated that there is a need to improve the directional signs for the broken connection of the Luce Line State Trail through Winsted. Littfin stated that she is a bicyclist and rides on both the Luce Line State Trail and the Dakota Trail. Although the Dakota Trail is a beautiful, paved trail, it has a high volume of traffic on it. Littfin believes that if better directional signs are placed, or a painted bike lane is established, to flow through the downtown area of Winsted and back onto the trail, it will attract out of town visitors who may want to bike a trail with less traffic. Littfin gave an example of a couple that had used the Luce Line State Trail to travel from Wayzata to Hutchinson recently, and were confused as to how to follow the trail when they came into Winsted. The couple used Baker Avenue to ride to County Road 1 and then stopped in at the Roadhouse Coffee Shop for directions. They missed the downtown entirely on their ride.

Martens stated that the Park Commission would be looking at some ideas for bicycle trail signage during the meeting, and perhaps some of the ideas would help to make the improvements that Littfin was requesting.

Littfin thanked the Park Commission for the opportunity to speak with them.

### 2) Approval of Minutes – August 9, 2011

**Landin made a motion to approve the minutes of the Park Commission Meeting on August 9, 2011. Moen seconded the motion. Motion carried 3-0.**

### 3) Staff Report

Martens stated that the Public Works Department has worked on the following items:

- A load of diamond dust has been brought to Barrett Park and Southview Park. Park Commission Member Ebert and other volunteers will distribute this dust at these parks.
- Maintaining the restrooms at the parks.
- A swing was fixed at Hainlin Park.
- Clean up after the Winsted Summer Festival.
- Trees will be trimmed in the parks after the frost arrives.

Martens stated that a presentation of the Parks and Trails Council will take place on September 27, 2011 in St. Paul. Representatives from Winsted, Silver Lake and Hutchinson will attend and state their request for funding of the Luce Line State Trail to the State Legislature.

Chris Schultz was present at the meeting and explained the differences of funding for the Dakota Trail and the Luce Line State Trail. He stated that the Dakota Trail receives its funding through the Legacy Grant, and support from State Legislation is easier to receive on this trail because it does not raise tax dollars. The Luce Line State Trail is ineligible for Legacy Grant funding, making it harder to get support from State Legislation.

Schultz stated that the Park Commission would be asked for their support in asking the State of Minnesota or the Department of Natural Resources (DNR) for funding of the Luce Line State Trail, and they needed to know why the Dakota Line was seeing so many improvements and the Luce Line was not.

Moen asked why the Luce Line State Trail was not eligible for Legacy Funding. Schultz explained that the Luce Line had received funding from the DNR in the past and work needed on it now would be considered an improvement, not something new.

Schultz requested \$350 from the City of Winsted to help with the lobbying efforts to support improvements to the Luce Line State Trail. He stated that this is not the total lobbying cost and that other cities and organizations have dedicated a portion to help too. The Park Commission was in favor of helping to fund this cause; however, Moen stated that the Parks and Trails fund should not pay for the entire amount but only a portion because this would benefit the entire City.

Martens stated that he would bring this request to the City Council and update the Park Commission on the action taken.

Alguire invited Schultz to address the Park Commission regarding work to be done at Campbell Field.

### **Request for Work to be Done on Campbell Field – Chris Schultz**

Schultz presented pictures to the Park Commission of drainage problems that the Winsted Amateur Baseball Association is having at Campbell Field at the third base line dugout. This problem has existed there for some time and it has been reviewed for repair, but has never been repaired. Schultz feels that if it is not repaired now, it will be a much bigger expense in the future to repair bigger problems.

The Baseball Association is requesting funding help from the City for the repair. They plan to hire a contractor to install a drain line in front of the dugout that would run ninety (90) feet to the City's sewer system. Both the Public Works Department and contractors have looked at this problem and feel like this would be a viable solution to the problem.

The Park Commission asked if Schultz knew what the cost of the repair would be. Schultz estimated it would be approximately \$600 but stated that he had not requested quotes. He stated that if the repair would cost more than \$1,000, the Baseball Association would pay for the cost greater than \$1,000.

Council Liason Quast stated that St. John's Lutheran Church, 410 – 1<sup>st</sup> Street North, would be completing a boring job to alleviate ice build up in the winter and asked Schultz to contact the contractor for that job to see if the Campbell Field project would be less expensive if the two (2) jobs were completed at the same time.

The Park Commission discussed and agreed that they were in support of the City of Winsted funding the repair work for the third base dugout line from the Parks fund, if there were funds available. Landin congratulated the Winsted Amateur Baseball Association on the success that they have had and stated that the City of Winsted needed to do what they can to maintain the fields to support the teams.

**Landin motioned to recommend to the City Council to fund the drainage repair needed at Campbell Field's third base line dugout in an amount not to exceed \$1,000. Moen seconded. Motion carried 3-0.**

## **4) Old Business**

### **a) Park Map at Littfin Lift Station**

Martens stated that at prior Park Commission meetings, discussion took place regarding the opportunity to place a sign at the lift station located by Littfin Truss. Martens reviewed the sign options that the Herald Journal designed for park mapping with the Park Commission. These options included placing one large sign at the Littfin Lift Station location or placing smaller signs at specific street intersections to direct people to specific parks.

The Park Commission preferred the option of the smaller individual signs at intersections to direct people to parks, but Chris Schultz stated that the City should not overlook the opportunity it has to use the sign at the Littfin Lift Station and improve the aesthetic value of it because of its location within the City.

Martens stated that since the Park Commission was favoring the individual signs to direct people to parks, that options for the Littfin Lift Station sign could be explored in the future by the City Council and separate from the park mapping options.

**Alguire motioned to direct City staff to obtain quotes to establish a signage plan to Winsted parks. Moen seconded. Motion carried 3-0.**

**b) Kingsley Street South – Bicycle Signage**

Martens presented the proposed “Share the Road” signage and painting plan for Kingsley Street South in order to inform motorists of bicycle traffic from the Luce Line State Trail to the downtown area. The street would have multiple bicycle and arrow pictures painted onto it, from a sharrow stencil that would need to be purchased, to mark bicycle traffic. Seven (7) different signs would be placed in different locations, from a north, central and south design of the area. The signs cost \$56 per sign, with a total sign cost of \$392. The cost for the sharrow stencil and paint for the shared lane painting is \$320. The total cost of the signage plan is \$792.

Park Commission members discussed their likes and dislikes of the plan. Moen was more in favor of the shared lane painting only without the signs, to avoid the streets getting too overloaded with signs. Landin was in favor of the signs because he feels that they are what people look at versus looking down on the road. Alguire was in favor of the sign and painted shared lane combination because the City is implementing something new and the complete package would catch the traffic’s eye.

It was suggested that the City start with two (2) signs as a test of the signage plan to see if residents responded favorably and to postpone the painting of the shared lane until the spring of 2012. Martens suggested proceeding with two (2) signs placed; one at McLeod Avenue and 1<sup>st</sup> Street, and one at Southview Park for a cost of \$112.

**Moen motioned to install two (2) signs; one at McLeod Avenue and 1<sup>st</sup> Street, and one at Southview Park for a cost of \$112. Landin seconded. Motion carried 3-0.**

**7) Adjournment**

**Landin made a motion to adjourn the meeting. Moen seconded the motion. Motion carried 3-0. The meeting adjourned at 7:35 p.m.**

*Brad Martens*

Brad Martens,  
City Administrator  
City of Winsted

ATTEST:

*Raquel Kirchoff*

Raquel Kirchoff  
Administrative Assistant  
City of Winsted