

City of Winsted
Park Commission Meeting
City Council Chambers
Tuesday, November 9, 2010
6:00 p.m.

Park Commission Members Present: Amanda Alguire
Lyle Kritzeck
Kurt Landin
Kimberly Moen

Park Commission Members Absent: Cheryl Sutton

Staff Present: Andrew Elbert, City Administrator
Bonnie Quast, Council Liaison
Jamie Stotko, Public Works Lead
Raquel Kirchoff, Administrative Assistant

1) Call the Meeting to Order

Kritzeck called the meeting to order at 6:00 p.m.

2) Approval of Minutes – September 14, 2010

Landin motioned to approve the minutes from the September 14, 2010 Park Commission meeting. Alguire seconded. Motion carried 4-0.

3) Park Maintenance Report

Jamie Stotko, Public Works Maintenance Lead, reported on the following:

- Closed the parks.
- Water has been shut off to the park bathrooms and they have been winterized.
- The trail signs have been installed.

The Park Commission complimented Stotko on how nice the signs looked.

Landin stated that he noticed that the ticket sales booth at the baseball field was knocked over. He asked if it should be anchored. Stotko stated that the Baseball Association maintains their own equipment in that park and ask for help when they need it. They have not needed help with the park.

4) Old Business.

a) Park Master Plan Survey [Update]

Elbert stated that he is working on taking the inventory lists from the surveys to produce a master plan for park improvements. As the Park Commission has workshops over the winter, drafts of this plan will be presented for their review and comments.

b) Ice Skating Rink Proposal [Update]

Elbert stated that a lease agreement was agreed upon between the City of Winsted and the Herald Journal to create an ice skating rink on the Herald Journal's property. Landin asked what type of perimeter the rink would have and who would flood the rink. Elbert answered that it would be a rink banked with snow and that the Fire Department would flood the rink and the Public Works Department would maintain it. Alguire asked if there would be a formal announcement that the ice rink was available for public use. Elbert stated that an announcement would be published in the paper and also be put onto the City's website.

Landin asked if there would be supervision at the rink. Elbert stated that there would not be. Moen suggested that signs should be placed around the rink to inform the public that there was no supervision and that the rink should be used at the public's own risk. Elbert stated that he would look into sign options. Moen also asked what happens if someone is injured and Elbert stated that those terms are agreed upon in the lease agreement. Quast suggested that the City should try to get parent volunteers to supervise the rink.

c) Winsted on the Lake Park Share-Cost Proposal [Update]

Elbert stated that he will be discussing the cost-share proposal to construct a small park in the Winsted on the Lake development with the City Attorney, Fran Eggert. The Winsted on the Lake Association has stated that it has approximately \$12,000 in maintenance funds available for the project, and has requested a \$5,000 matching grant from the City of Winsted. Elbert will update the Park Commission at a future date regarding his discussion with Eggert.

5) New Business

a) Establishment of Future Workshop Sessions, Meeting Dates-Times

Elbert asked if the Park Commission was interested in having less formal workshops during the winter months. In the past, the Park Commission has not met in the winter months. The Park Commission was in favor of the idea and suggested to meet every other month. Elbert will inform the Park Commission on when they will meet.

6) Announcements

There were no announcements.

7) Adjourn

Alguire motioned to adjourn the meeting. Landin seconded. Motion carried 4-0. The meeting adjourned at 6:17 p.m.

Respectfully submitted,



Raquel Kirchoff
Administrative Assistant