

**ELKO NEW MARKET PARKS COMMISSION  
TUESDAY, FEBRUARY 19, 2019  
REGULAR MEETING MINUTES**

**PRESENT:**

Present at Roll Call were Commissioner Melgaard and Commissioner Dornseif  
Also present were Mayor Joe Julius; Administrative/Community Development  
Intern Haley Sevening; and Assistant City Administrator Mark Nagel

**CALL TO ORDER:**

The meeting was called to order at 4:02 PM in Conference Room B at Elko New  
Market City Hall, 601 Main Street.

**APPROVE AGENDA:**

Mr. Nagel said that there was not a quorum for this meeting, so nothing would be  
added to the Agenda and no votes would be taken on any of the Agenda Items.

**CITIZEN COMMENTS:**

There were no citizens present at the February Parks Commission Meeting to make  
comments to the Parks Commission.

**APPROVAL OF MINUTES OF JANUARY 8, 2019 PARKS  
COMMISSION MEETING:**

Since there was not a quorum for this meeting, this item was tabled until the March  
Parks Commission meeting.

**PETITIONS, REQUESTS, AND COMMUNICATIONS**

Mr. Nagel reviewed the 2019 Legislative Update from the Minnesota Recreation  
and Park Association with Commissioners, noting that the session started on 1/16.

## **UPDATES:**

Mr. Nagel reviewed the January 31, 2019 ENM Parks Commission Update, which contained 16 items, with the Commissioners. Mr. Nagel said commented that the ice rink was seeing significant use with the cold weather. With all the snow this month, he said, the Public Works Department was doing a remarkable job keeping them open despite the record snowfall in February.

Chair Sutton reported that the CCEC would be discussing the 2019 Egg Hunt at their February 19, 2019 meeting, which immediately followed the Parks Commission meeting.

Mr. Nagel reported that Commissioner Zahratka was not available for the March meeting of the New Prague Community Ed Advisory Board Meeting and asked Commissioners to contact him if they could attend in her place.

## **OLD/NEW BUSINESS:**

Mark Nagel introduced Haley Sevensing, the Administrative/Community Development Intern, who was present to discuss the proposed Food Truck Ordinance currently being considered by the Planning Commission, with the Committee, specifically, whether they should be allowed to operate during Parks events. A number of suggestions were discussed about the proposed Ordinance, but the consensus of the Committee was that, if their concerns could be accommodated in the final version, that Food Trucks could add to Community Events. The Commissioners concluded by thanking the City Council and Planning Commission for requesting their input. No further action was taken by the Commissioners.

Mr. Nagel recapped the discussion of additional pet waste stations City parks and trails to date. He noted that there have been improvements to them since the first 3 were placed along paths about 3years ago. Commissioners had previously agreed that new locations should include the trail entrance at Seurer Street connecting the neighborhood to Downtown; the Pete's Hill entrance; Wagner Park; along the CSAH 2 Bike/Hike trail; and Windrose Park. The criteria for selecting the additional pet waste stations include: green color; covered, closed chute bin; bag dispenser; a dog leash hook; bags that can be tied; durable, weather-resistant materials; and a larger bin. He said Commissioners had previously approved the purchase of 5 new pet waste stations at the January 8, 2019 Meeting, but had Mr. Nagel to return with 3 options for pet waste stations. He handed out a copy of 3

options that met the criteria established for pet waste stations. Consensus of the Commissioners present was to purchase 5 stations from Dog Waste Depot for \$219.99 each, which includes shipping. Mr. Nagel said that he would confirm the price and have an invoice from the company for consideration of approval at the March Parks Commission meeting.

Mr. Nagel said that Jessica Davidson from New Prague Community Ed had completed the lineup for the now called “March Calmness” programs at the Elko New Market Library were now set. He provided a flyer advertising the lineup – March 7<sup>th</sup> features Glow Stick Dancing; March 14<sup>th</sup> shows families how to use relaxation and movement techniques; March 21<sup>st</sup> teaches families yoga; and March 28<sup>th</sup> focuses on family fitness. The Community Room has been reserved for the 4 Thursday evenings in March for the programs. All events begin at 6:30 PM. Consensus of the Parks Commissioners present was to proceed with the programming for these events.

Mr. Nagel reviewed the SMSC Trail Grant Application with Commissioners, which would pave the trail link between the Woodcrest Addition and the Windrose 8<sup>th</sup> Addition. The total cost was estimated at \$22,120 with 80 % being paid by the grant. He said that application had been submitted by the January 31, 2019 deadline, but did not know when he will find out when the SMSC would make a decision. No further action was taken.

Mr. Nagel said that he ordered the archery equipment – 8 left-handed bows, 10 dozen arrows and new cases for all bows – for a total of \$2,250. He said that going through the National Archery in the Schools Program saved about 10%. The new equipment will be available for City’s Summer popular archery programs. He said that he will have the invoice for approval at the March Parks Commission meeting. No further action was taken.

Mr. Nagel said that there’s been renewed interest in having a Farmer’s Market in Elko New Market and is on the 2019 Goals list for the Parks Commission. He reviewed materials from the Minnesota Farmers’ Market Association with the Commissioners noting that there were a few options available for implementation of a Farmers’ Market in the city – it could be run by the Chamber of Commerce or another civic organization; it could be done with another area City; it could be hosted by a nearby farm; or the City could apply GreenCorps grant from the State for an Intern , who handle this program for the City. After much discussion, the Parks Commission directed Mr. Nagel to pursue all options for a Farmers’ Market

and report back to the parks commission at the March meeting. No further action was taken.

Mr. Nagel presented the Bill List to the Commissioners – a bill from Schlomka’s Portable Restrooms for services for December for a total of \$420.00. Since there was no quorum the bills could not be considered.

### **OTHER BUSINESS:**

Mr. Nagel reported that he had forwarded the interest of Commissioners Melgaard and Miller to be reappointed to a 3-year term. He said that the Council accepted their interest in continuing to serve the community, but chose to consider other potential applicants, as well.

There were no additional business items to come before Commissioners at the February 19, 2019 Parks Commission meeting.

### **NEXT MEETING:**

Mr. Nagel said that he was on vacation for the scheduled Tuesday, March 12, 2019, so asked that it be rescheduled for Tuesday, March 26, 2018 at 4 PM in Conference Room B of Elko New Market City Hall. Consensus of the Parks Commissioners present was to reschedule the March Parks Commission meeting for that date, time and place.

### **PARK COMMISSIONER COMMENTS:**

There were no additional comments from Commissioners at the February 19th, 2019 Parks Commission meeting.

### **ADJOURNMENT:**

There being no further business to come before the Parks Commission, the meeting was adjourned by voice vote at 5:11 PM.

**Respectfully Submitted,  
Mark Nagel, Assistant City Administrator**