



WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750

FAX 651-426-2258

Email: wbt@whitebeartownship.org

Board of Supervisors
ED M. PRUDHON, *Chair*
STEVEN A. RUZEK
SCOTT E. MCCUNE

AGENDA PARK BOARD MEETING FEBRUARY 21, 2019

1. **6:30 p.m.** Call Meeting to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approve Agenda (Additions/Deletions).
3. Approve Minutes of January 17, 2019.
4. Brandlwood Park – Neighborhood Meeting.
5. Rutherford Park - The Munch Bunch Goat Grazing.
6. White Bear Soccer Club Dome – Presentation & Discussion.
7. Township Day / Movie in the Park – Mosquito Patrol (Information).
8. Saputo Shelter.
9. Polar Lakes Park:
 - a. Fitness Court Survey/Grading Plan
 - b. Restroom Location
 - c. 2019 Outdoor Recreation Grant Program
10. Public Works Director Report.
11. Stable Property Subdivision / Deer Meadow Park Trail Extension.
12. Added Agenda Items.
13. Adjournment.

White Bear Township's Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.





**Park Board Meeting
February 21, 2019**

Agenda Number: 1 – 2 - 3

Subject: Call to Order at 6:30 p.m.
Heritage Hall, 4200 Otter Lake Road

Approval of February 21, 2019 Agenda
Approval of January 17, 2019 Minutes

Documentation: February 21, 2019 Agenda
January 17, 2019 Minutes

Action / Motion for Consideration:

Approve February 21, 2019 Agenda
Approve January 17, 2019 Minutes

**MINUTES
PARK BOARD MEETING
JANUARY 17, 2019**

The meeting was called to order at 6:33 p.m.

Present: Akenson, Josephson, Koster, Lee, Lombardi, Reeves; Town Board Liaison: Ruzek; Public Works Director: Reed; Planner: Riedesel.

Absent: None.

APPROVAL OF AGENDA (Additions/Deletions): Reeves moved approval of the agenda as submitted. Lee seconded. Ayes all.

APPROVAL OF MINUTES OF DECEMBER 20, 2018: Koster moved the approval of the Minutes of December 20, 2018, noting a correction on page one of the Minutes under Polar Lakes Park Fitness Court location "grant funding is available for equipment, not installation". Reeves seconded. Ayes all.

TOWNSHIP DAY / MOVIE IN THE PARK: There was discussion regarding planning of Township Day and Movie in the Park. Lisa Beecroft was present to discuss her ideas on community outreach. Beecroft's draft of responsibilities and pricing for her 2019 contract was presented and discussed. Staff decided to select the second Saturday of each month for the Movies in the Park, \$350 per night. Beecroft and the Staff will be looking into mosquito repellent that does not harm the environment or pollinators, deciding only the midsummer movie nights will need the most attention.

Beecroft's price for Township Day is \$7,000 for 2019, a \$1,000 increase from 2018. Beecroft will be looking into musical numbers, one local band or artist and one more popular band or artist. Beecroft proposed that the VFW have a second tent for beverages, and Township Day to have a second smaller stage for kids. Kid-friendly entertainment such as magicians, kid groups, kid bands, etc. will be researched before next meeting. Beecroft stated that most activities she would run the same way, but she would change a few things with the bands. Something Beecroft has been thinking about is growing the audience. If the Township wants to try and get more people, larger age ranges, a band that encompasses a large demographic would be smart. Beecroft will be emailing samples of the bands discussed to the Staff.

Reeves motioned to approve contract, but to first send it to the Town's attorney before the Town Board Meeting. Koster seconded. Ayes all.

RUTHERFORD PARK – THE MUNCH BUNCH – GOAT GRAZING: Saputo Corporation is proposing to provide grant funding for a bike shelter at Rutherford Park. A flat area in the park was considered but the location was not well received by some of the neighbors. A second potential area for the shelter has been discussed which seems possible. One neighbor was okay with it. The Planner will talk with the other neighbor close to the proposed location and get their feedback. A suggestion was presented relative to having the bike shelter at Bellaire Beach rather than at Rutherford Park. There is currently an older open sided shelter at the suggested location at Bellaire Beach. A question was asked if Saputo would be agreeable with the Bellaire

**MINUTES
PARK BOARD MEETING
JANUARY 17, 2019**

Beach location. It was noted that there is good exposure for them there and there would be parking. It was the consensus that the Bellaire Park Location be studied.

This agenda item is in process and was agreed to be moved to the next meeting.

POLAR LAKES PARK – FITNESS COURT LOCATION: **Fitness Court:** A fitness court has been recommended for Polar Lakes Park. The location is set at just west of the administrative offices for the fitness court, which will include an estimated cost of \$2,000 for surveying and a grading plan. The court is proposed to be 38' x 38', A \$30,000 grant is available for equipment for the court. A restroom was also being considered in this location. Romtec was contacted and provided examples of restrooms. Sierra IV Restroom was recommended which includes 10 toilets, 5 each; 640 sq. ft.; mechanical room; drinking fountains; and an ADA floor plan. Capra Utilities was contacted for an estimate to provide a sewer line to a central restroom location. The Sierra IV Restroom will require \$10,000 to \$15,000 to extend the sewer. The Staff proposed to get a map and cost estimates for an 8 toilet restroom. The Minnesota Department of Natural Resources has grant opportunities. The Park Board's needs have potential to be eligible for a few areas listed in the Outdoor Recreation Grant Program Manual. The total cost of the grant will be determined upon the application's acceptance. The application is due to the DNR in March.

Reeves made the motion for Riedesel to put in the application for DNR grants for a perimeter trail, restrooms, dugout roofs, and any other potential project for this park. Josephson seconded. Ayes all.

WEST AVE – HANDICAP ACCESS: The Town has been working with representatives of Ramsey County Parks & Recreation to design a handicapped accessible access to Bald Eagle Lake within the West Avenue right-of-way. Staff from Ramsey County parks, formerly the Ramsey County Solid & Water Conservation District, was contracted by the Town to design the access and solicit quotes/bids from contractors to complete construction.

Prior to this project the Town contracted with the Ramsey County Solid & Water Conservation District to design and provide bid documents to construct a raingarden and plantings at the site. When that project was completed, residents contacted the Town with a request to provide walking access to the lake from the site, which had existed prior to the raingarden improvement. Providing the lake access was reviewed by the Town at the time the raingarden was being designed. The access was not pursued at that time due to high cost estimates. When neighbors requested access across the property, the Park Board and Town Board reconsidered the construction of the access and approved a design and request for quotes/bids.

In late December staff from Ramsey County parks held a bid opening. One bid was received to complete the project. Field Outdoor Spaces provided a bid of \$22,955. County staff estimated a project cost of \$30,300.

Funding for this project is recommended from the Park Acquisition & Development Fund.

MINUTES
PARK BOARD MEETING
JANUARY 17, 2019

The Staff had no other bids, being that the bid was proposed at \$7,345 less than the estimated project cost. Riedesel noted that Rick Smith, the abutting neighbor, has reviewed the plan. It is also ADA compliant.

Koster motioned to move this agenda item forward to the Town Board for approval. Lee seconded. Ayes all.

STABLE PROPERTY SUBDIVISION / DEER MEADOW PARK TRAIL EXTENSION: Riedesel held a neighborhood meeting a week before the Park Board meeting. The neighbors seemed happy with this trail extension. Riedesel retold the opinion of the trail as being the "missing link" in that area. A trail was added between lots 2 and 3, according to the updated plan. This item is on the agenda for the Planning Commission.

Lee motioned to take this item to the Town Board, leaving the layout as proposed. Koster seconded. Ayes all.

BRANDLWOOD PARK: Brandlwood Park is on the Town's improvement list for 2019. A budget of \$80,000 was approved by the residents at the Annual Budget Meeting. Funding for the improvements is being transferred from the 2018 General Fund to the 2019 Park Improvement Fund. Improvements to the Bellaire Beach building in 2019 are also included in the transfer. Staff would like to see the following improvements to Brandlwood Park:

- Replace outdated equipment with new equipment recommended by the neighborhood, this equipment includes the spring riders, climbing structure, teeter totter and possibly the swing set. These structures are in the older part of the playground. The newer multi-use structure and climbing boulder should remain.
- Replace the sand portion of the playground with engineered wood fiber. Approximate area (including replacing the existing wood fiber) 222 cubic yards. the estimated cost is \$5,400.
- Replace the plastic border with concrete curbing. Estimate cost using current budget= 385' x \$30/lineal foot = \$11,550.00.
- Replace the 3 maple trees in the park. Consider replacing the 7 ash trees also. Figure \$350.00 each for landscape quality trees.
- The in-ground benches should be replaced with new ones mounted on slab. The cost estimated is approximately \$2,000.
- The backhoe could be eliminated or kept. If the backhoe remains, the sand area around the backhoe should remain.

These costs should be deducted from the \$80,000 budgeted for the park upgrade. If all the above are replaced, the remaining budget is approximately \$57,500.

It was the consensus to hold a neighborhood meeting as part of the February Park Board meeting to receive input from the neighbors regarding what they would like to see in the park. The meeting will be held at Heritage Hall.

KAYAK RACKS – SUMMIT LANE/BELLAIRE BEACH – REVIEW POLICY: The Park Board has been discussing adding a single kayak rack at the Summit Lane access and seeing how it

MINUTES
PARK BOARD MEETING
JANUARY 17, 2019

goes. Placement of a kayak rack at Bellaire Beach could be considered after it is known if the Summit Lane rack is used. The Park Board recommended to the Town Board to authorize the purchase of a single free standing kayak rack, for 3 kayaks, at a cost of \$220 for use at the Summit Lane access. The Town Board authorized the expenditure and placement of the kayak rack at the Summit Lane access at the December 17, 2018 Town Board Meeting.

Staff reviewed policies of other communities relative to kayak storage. Staff has developed a Kayak Storage Policy based on the Birchwood policy which was comprehensive. The intent of the policy is to allow the users of Summit Lane and Bellaire Beach the convenience of storing their kayak at these locations when not in use. The kayaks must be stored in racks, and must be properly licensed and registered with the Town. All kayaks must have a permit displayed on their watercraft in the form of a sticker obtained at the Town Offices. The cost of the permit is \$20.00 (proposed) and must be purchased annually. Kayaks cannot be placed on the racks until a permit has been purchased and a slot assigned. The season officially opens May 1st and closes November 1st and/or without a permit will be impounded at the owner's expense. There is a proposed fee of \$50.00 for residents using the racks without a permit and fee of \$100.00 for all watercraft that must be removed by the Town due to lack of a permit or failure to remove a kayak prior to November 1st. To register a kayak for a slot, an application needs to be completed and delivered to the Town Offices with a \$10.00 check to select a spot (first come, first serve).

This item is on the agenda for the Town Board this month. The goal with the kayak racks is to implement them at more locations gradually: Summit now, Bellaire perhaps in the future. Josephson moved to recommend to the Town Board to approve the Kayak Storage Policy with fees and placement of a sign on the rack. Koster seconded. Ayes all.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director reviewed Park Projects as outlined in the Public Works Department Activity Report for December 2018. **Park Projects:** The ice rinks are being maintained at Eagle, Red Pine, and Mead Parks.

ADDED AGENDA ITEM: This item was not formally added, but was discussed very briefly along with the kayak racks at Summit Lane. Saputo Station will be at Bellaire Beach, but the Park Board is waiting for changes and feedback from the Town Board.

Koster moved to adjourn the meeting at 8:14 p.m. Lee seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh
Recording Secretary



Park Board Meeting February 21, 2019

Agenda Number: 4

Subject: Brandlwood Park – Neighborhood Meeting

Documentation: Staff Memo / Map
Letter to Residents / Mailing List

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Park Board Meeting
January 17, 2019

BRANDLWOOD PARK: Brandlwood Park is on the Town's improvement list for 2019. A budget of \$80,000 was approved by the residents at the Annual Budget Meeting. Funding for the improvements is being transferred from the 2018 General Fund to the 2019 Park Improvement Fund. Improvements to the Bellaire Beach building in 2019 are also included in the transfer. Staff would like to see the following improvements to Brandlwood Park:

- Replace outdated equipment with new equipment recommended by the neighborhood, this equipment includes the spring riders, climbing structure, teeter totter and possibly the swing set. These structures are in the older part of the playground. The newer multi-use structure and climbing boulder should remain.
- Replace the sand portion of the playground with engineered wood fiber. Approximate area (including replacing the existing wood fiber) 222 cubic yards. the estimated cost is \$5,400.
- Replace the plastic border with concrete curbing. Estimate cost using current budget= 385' x \$30/lineal foot = \$11,550.00.
- Replace the 3 maple trees in the park. Consider replacing the 7 ash trees also. Figure \$350.00 each for landscape quality trees.
- The in-ground benches should be replaced with new ones mounted on slab. The cost estimated is approximately \$2,000.
- The backhoe could be eliminated or kept. If the backhoe remains, the sand area around the backhoe should remain.

These costs should be deducted from the \$80,000 budgeted for the park upgrade. If all the above are replaced, the remaining budget is approximately \$57,500.

It was the consensus to hold a neighborhood meeting as part of the February Park Board meeting to receive input from the neighbors regarding what they would like to see in the park. The meeting will be held at Heritage Hall.

MEMORANDUM

TO: PARK BOARD
FROM: TOM RIEDESEL
DATE: DECEMBER 9, 2018

SUBJECT: BRANDLWOOD PARK IMPROVEMENTS

LOCATION: 5801 MEADOWVIEW DRIVE

Brandlwood Park is on the Town's improvement list for 2019. A budget of \$80,000 was approved by the residents at the Annual Budget Meeting. Funding for the improvements is being transferred from the General Fund to the 2019 Park Improvement Fund. Improvements to the Bellaire Beach building in 2019 are also included in the transfer.

Staff would like to see the following improvements to the park:

- Replace outdated equipment with new equipment recommended by the neighborhood. This equipment includes the spring riders, climbing structure, tedertodder and possibly the swing set. These structures are in the older part of the playground. The newer multi-use structure and climbing boulder should remain.
- Replace the sand portion of the playground with engineered wood fiber. Approximate area (including replacing the existing wood fiber) 222 cubic yards. The estimated cost is \$5,400.
- Replace the plastic border with concrete curbing. Estimate cost using current budget = $385' \times \$30/\text{lineal foot} = \$11,550.00$.
- Replace the 3 maple trees in the park. Consider replacing the 7 ash trees also. Figure \$350 each for landscape quality trees.
- The in-ground benches should be replaced with new ones mounted on a slab. The cost estimate is approximately \$2,000.
- The backhoe could be eliminated or kept. If the backhoe remains, the sand area around the backhoe should remain.

These costs should be deducted from the \$80,000 budgeted for the park upgrade.

If all of the above are replaced, the remaining budget is approximately \$57,500.

TR/psw
cc:admin/add.file
b:brandlwoodpk



Legend



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries

Notes

Enter Map Description

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION



NAD_1983_HARN_Adj_MN_Ramsey_Feet
© Ramsey County Enterprise GIS Division



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Board of Supervisors
ED M. PRUDHON, *Chair*
STEVEN A. RUZEK
SCOTT E. MCCUNE

February 9, 2019

Dear Township Resident:

The White Bear Township Park Board is holding a neighborhood meeting to hear your input into plans to improve Brandlwood Park. Brandlwood Park has been identified in the 2019 Budget for improvements. Initial plans to improve the park, as discussed by the Park Board include: replacement of outdated equipment (multi-use structure will stay), replacing the sand portion of the playground with engineered wood fiber, install a concrete border, replacing poor quality trees, bench replacement, backhoe and swing discussion.

The Park Board is holding their monthly meeting on **February 21, 2019 at Heritage Hall, 4200 Otter Lake Road. The meeting will begin at 6:30 p.m.**

If you are interested in providing input into the park improvements, please plan to attend this meeting. If you are unable to attend but would like to provide input or would like additional information, please contact Tom Riedesel at 651.747.2761 or via e-mail at tom.riedesel@whitebeartownship.org.

Sincerely,

Tom Riedesel
Planner

TR/psw
cc:admin/add.file
b:brandlwoodpark19

** This letter is being mailed to residents within ¼ mile of Brandlwood Park. If you know of others who are interested in the park rejuvenation project, please invite them to attend.

RESIDENT
1253 HALPER WAY
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5894 OTTER RIDGE CIRCLE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1252 HALPER WAY
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5888 OTTER RIDGE CIRCLE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1258 HALPER WAY
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5739 MEADOWVIEW DRIVE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1259 HALPER WAY
WHITE BEAR TOWNSHIP MN 55110

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5731 MEADOWVIEW DRIVE
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5875 MEADOWVIEW DRIVE
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5736 FISHER STREET
WHITE BEAR TOWNSHIP MN 55110

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5881 MEADOWVIEW DRIVE
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5728 FISHER STREET
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5876 MEADOWVIEW DRIVE
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5720 FISHER STREET
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5882 MEADOWVIEW DRIVE
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RESIDENT
5712 FISHER STREET
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RESIDENT
5889 OTTER RIDGE CIRCLE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5704 FISHER STREET
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5900 OTTER RIDGE CIRCLE
WHITE BEAR TOWNSHIP MN 55110

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5696 FISHER STREET
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1351 BRANDLWOOD ROAD
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5723 FISHER STREET
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1359 BRANDLWOOD ROAD
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5715 FISHER STREET
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1327 HORSESHOE COURT
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5707 FISHER STREET
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5808 MEADOWVIEW DRIVE
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5800 MEADOWVIEW DRIVE
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1270 HALPER PLACE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1266 HALPER PLACE
WHITE BEAR TOWNSHIP MN 55110



Park Board Meeting February 21, 2019

Agenda Number:

5

Subject:

Rutherford Park – The Munch Bunch – Goat Grazing

Documentation:

None ** The Munch Bunch info was provided in the January packet – please refer to that packet for details.

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes

Park Board Meeting

January 17, 2019

RUTHERFORD PARK – THE MUNCH BUNCH – GOAT GRAZING: Saputo Corporation is proposing to provide grant funding for a bike shelter at Rutherford Park. A flat area in the park was considered but the location was not well received by some of the neighbors. A second potential area for the shelter has been discussed which seems possible. One neighbor was okay with it. The Planner will talk with the other neighbor close to the proposed location and get their feedback. A suggestion was presented relative to having the bike shelter at Bellaire Beach rather than at Rutherford Park. There is currently an older open sided shelter at the suggested location at Bellaire Beach. A question was asked if Saputo would be agreeable with the Bellaire Beach location. It was noted that there is good exposure for them there and there would be parking. It was the consensus that the Bellaire Park Location be studied.

This agenda item is in process and was agreed to be moved to the next meeting.



**Park Board Meeting
February 21, 2019**

Agenda Number: 6

Subject: White Bear Soccer Club Dome – Presentation & Discussion

Documentation: None

Action / Motion for Consideration:

Presentation / Discussion



Park Board Meeting January 17, 2019

Agenda Number: 7

Subject: Township Day / Movie in the Park – Mosquito Patrol (Information) ** Dale provided a substantial amount of info on Mosquito Patrol/Polinators which will be available at the meeting.

Documentation:

Action / Motion for Consideration:

Report at Meeting / Discuss

Minutes
Park Board Meeting
January 17, 2019

TOWNSHIP DAY / MOVIE IN THE PARK: There was discussion regarding planning of Township Day and Movie in the Park. Lisa Beecroft was present to discuss her ideas on community outreach. Beecroft's draft of responsibilities and pricing for her 2019 contract was presented and discussed. Staff decided to select the second Saturday of each month for the Movies in the Park, \$350 per night. Beecroft and the Staff will be looking into mosquito repellent that does not harm the environment or pollinators, deciding only the midsummer movie nights will need the most attention.

Beecroft's price for Township Day is \$7,000 for 2019, a \$1,000 increase from 2018. Beecroft will be looking into musical numbers, one local band or artist and one more popular band or artist. Beecroft proposed that the VFW have a second tent for beverages, and Township Day to have a second smaller stage for kids. Kid-friendly entertainment such as magicians, kid groups, kid bands, etc. will be researched before next meeting. Beecroft stated that most activities she would run the same way, but she would change a few things with the bands. Something Beecroft has been thinking about is growing the audience. If the Township wants to try and get more people, larger age ranges, a band that encompasses a large demographic would be smart. Beecroft will be emailing samples of the bands discussed to the Staff.

Reeves motioned to approve contract, but to first send it to the Town's attorney before the Town Board Meeting. Koster seconded. Ayes all.



Movie in the Park

- Movie dates (2nd Saturday): May 11, June 8, July 13, August 10
- Outreach under way to student organizations to be Movie Night Hosts.
 - Baseball - Jon Anderson
 - Soccer - Ben Anderson, White Bear Soccer Club President, 651-503-6042
 - WBL Music Boosters - Jeremy et al
 - Magnuson School (interested in May)
 - WBL Ambassadors
 - Theater Groups
- I have received the 2019 Swank Movie Planning Guide; but will wait to select movies based on Movie Night Hosts.
- Last year we worked with Twilight Zone Cinema Services for projection/sound, and they did a satisfactory job. However, one of my local vendors for other events has asked for the opportunity to be considered so I am going to request a bid from him, and we can decide which company to work with.
- Hope to finalize all details by end of March or sooner, so that we can begin promoting in April.

White Bear Township Day

ENTERTAINMENT

Main Stage (tentative schedule)

- 2:30-4:00 (15 min break) Opening Act
 - Two Hicks & a Chick <https://twohicksandachick.com/>
- 4:00-4:45 45 min - WBL Drumline
- 4:45-5:00 - Park Board Speaking
- 5:00-8:00 (15 min break) Headliner
 - Pandora's Other Box <https://www.poboxmusic.com/> -OR-
 - Junk FM <https://www.junkfm.com/>
- 8 pm Fireworks

Community/Kids Stage

- Options: WB Orchestra, IPAC, Lakeshore Players, Sun Yi, Just for Kix, etc.

Special Features

- Fireworks – Irv Hammonds
- NEW Car Show – Sponsor - Viking Auto/Jake Sarrack

White Bear Park Board Update
February 2019



-
- Bean Bag Tournament - Sponsor - Viking Auto/Jake Sarrack
 - Petting Zoo – Cock-a-Doodle Zoo \$800
 - Touch a Truck – WBT Public Works
 - Inflatables –John Ficcadenti
 - Public Safety/Ramsey County - Steve Yochim
 - Tamarack Demo – \$750 SCORE funding?
 - Archery
 - Face painting - White Bear Cheerleaders
 - White Bear Historical Society/Town Hall Tours/Bingo)Sara will look into permit)
 - White Bear Food Shelf (collection in vendor area AND at the car show)
 - Silent Auction (note - if doing raffle - requires permit)
 - Create Space demos/Kireina Silk Art demos?
 - White Bear Makerspace? <https://whitebearmakerspace.com/>

VENDORS

- RegisterONE Online Vendor Application -
 - \$99 per event + 2% transaction fee (absorb or pass on)
 - Paypal/Stripe service fees are 2.9%+\$0.30 on all transactions processed.
- Sample: <http://www.marketfest.org/vendors.htm>
- If approved, I will build and email to vendors by April 2019.

SPONSORSHIPS

- 2018
 - Car Show & Bean Bag Tournament (\$500) - Viking Auto Repair
 - Petting Zoo (\$500) - Lake Animal Hospital
 - Community (\$250) - Metal Doctor
 - Media (In Kind) - White Bear Press

PLANNING/LOGISTICS

- Map - Similar layout, move archery down by car show
- Electricity, Dumpsters, Portapotties – WBT/Tom
- Tent for Township/Silent Auction - Tom
- Metropolitan Sound/Paul Stibol - CONFIRMED
- Health Inspector – Hannah Davis
- Banners and signs need to be re-evaluated for 2019 - Bill W
- Volunteers

MARKETING/PUBLICITY:

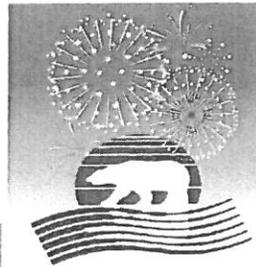
White Bear Park Board Update
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-
- Billboard – (Clear Channel) - \$1000.00
 - Print (Design - Angela Homic, Print - Trade Press, Distribute August)
 - Poster 11x18
 - 1/2 sheets for stores/restaurants, etc.
 - Web/Social Media
 - Website - UPDATED, needs more detail
 - Facebook event
 - Press release to local media & web calendars – by May 2019
 - Advertising
 - Midwest Art Fairs – (Vendors - Catalog 1/6p ad - \$125, List - \$25) DONE
 - White Bear Press –
 - City Pages -
 - Ski Otters Program – Color 1/4 page, 15 local shows
 - Lions Show Program - \$100.00
 - Town Life Magazine - \$365.00

White Bear Township Day
Saturday, September 8
Here at  **2 - 8 p.m.**
Polar Lakes Park

Live Music, Car Show, Fireworks, & More!!



2018 Billboard

Tom Riedesel

From: Dale Reed
Sent: Monday, February 11, 2019 7:42 AM
To: Tom Riedesel
Cc: Patti Walstad; Pete Tholen; Paul Peltier
Subject: FW: Mosquito Control

Ryan,

One more question that is very important to members of the Park Board before they make a recommendation. Is the chemical used pollinator friendly?

Dale

Public Works Director
White Bear Township
Office phone 651-747-2777

From: Ryan Riemersma <RRiemersma@plunketts.net>
Sent: Friday, February 8, 2019 2:53 PM
To: Dale Reed <Dale.Reed@whitebeartownship.org>
Subject: RE: Mosquito Control

The short answer to your question is yes. Products containing active ingredients classified as neonicotinoids are the ones largely suspect in reducing pollinator populations. These products all contain the bee hazard icon on the label.



We have three different insecticides which we use for mosquito treatments, all of which are pyrethroids. While there is no "safe" insecticide, we also do not apply to flowering plants, which obviously attract pollinators.

I can email you the labels for the products we use. I will also send a Client Portal brochure where, among other things, the labels of any products used would be easily accessible.



**Park Board Meeting
February 21, 2019**

Agenda Number: 8

Subject: Saputo Shelter

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discussion

** Mike Brooks & Steve Wolgamot will be attending



Park Board Meeting February 21, 2019

Agenda Number: 9

Subject: Polar Lakes Park:
a. Fitness Court Survey/Grading Plan
b. Restroom Location
c. 2019 Outdoor Recreation Grant Program

Documentation: None

Action / Motion for Consideration:

Town Planner Report at Meeting / Discussion

Minutes
Park Board Meeting
January 17, 2019

POLAR LAKES PARK – FITNESS COURT LOCATION: **Fitness Court:** A fitness court has been recommended for Polar Lakes Park. The location is set at just west of the administrative offices for the fitness court, which will include an estimated cost of \$2,000 for surveying and a grading plan. The court is proposed to be 38' x 38', A \$30,000 grant is available for equipment for the court. A restroom was also being considered in this location. Romtec was contacted and provided examples of restrooms. Sierra IV Restroom was recommended which includes 10 toilets, 5 each; 640 sq. ft.; mechanical room; drinking fountains; and an ADA floor plan. Capra Utilities was contacted for an estimate to provide a sewer line to a central restroom location. The Sierra IV Restroom will require \$10,000 to \$15,000 to extend the sewer. The Staff proposed to get a map and cost estimates for an 8 toilet restroom. The Minnesota Department of Natural Resources has grant opportunities. The Park Board's needs have potential to be eligible for a few areas listed in the Outdoor Recreation Grant Program Manual. The total cost of the grant will be determined upon the application's acceptance. The application is due to the DNR in March.

Reeves made the motion for Riedesel to put in the application for DNR grants for a perimeter trail, restrooms, dugout roofs, and any other potential project for this park. Josephson seconded. Ayes all.



**Park Board Meeting
February 21, 2019**

Agenda Number: 10

Subject: Public Works Director Report

Documentation: Report

Action / Motion for Consideration:

Report at Meeting / Discussion

**White Bear Township
Town Board Update
On
Public Works Department Activity
(January 2019)**

- 1. Lift Station Upgrades–**
 - Lift Station #10 - Lametti and Sons have completed the replacement of the control panel, pumps, rails, etc. The concrete driveway and related restoration work will be completed in the early summer of 2019.
 - Lift Station #9 authorized TKDA to prepare plans and specifications at the January 23, 2019 meeting. This is the last station rehabilitation until the next major rehabilitation cycle for lift stations that would begin in roughly 2036.

- 2. Safety**
 - Staff attended Safety Training on January 24, 2019 with a focus on chainsaw safety/tree trimming, Lockout/Tagout, and Traffic Safety.

- 3. Water Meter Repair/Reading**
 - Water meter issue update – The draft agreement has been forwarded to Cory at Core & Main for review and acceptance. He has forwarded on to their attorneys for review. The Public Works Director has made 3 follow up calls this month on the review status by Core & Main.
 - Commercial meter testing – A percentage of commercial meters will be tested for accuracy each year going forward.

- 4. 2018-2027 Capital Equipment/Capital Improvement Programs**
 - The GIS/Asset Management Project will be renewed with assistance from Larry Poppler of TKDA.

- 5. Storm Water Program**
 - The Town Engineer is organizing a site meeting with the Public Works Director on Outfalls 5 and 6 that discharge into Bald Eagle Lake soon.
 - There will be a large storm maintenance project completed by Public Works staff located south of Otterview Court in the easement. The system caused flooding in Brittany Court during one of the large rain events this summer. The Cottonwood trees were removed this month from the ponding area. Approximately 30 cu yds of sediment that is impairing drainage from two outlet pipes into inlet pipe that discharges into the I35E corridor and will be removed by Public Works staff in 2019. The Town Engineer has provided staff with a recommended elevation of the pond bottom, from the outlet and inlet pipe elevations.
 - The Town has applied for renewal of their current MS-4 permit and the SWPPP will need to be updated soon.

6. **Water system improvements/issues**
 - The Town Engineer is going to provide an agreement for the Town Board to approve regarding replacement or lining of watermain between Taylor Ave and Gaston Ave, on Hugo Road. There have been roughly 8+ watermain breaks between Taylor Avenue and Gaston Avenue over the last 30 years. No others north of south of this area. The watermain is a 12” line. One home would be without water. We can temporary water from a hydrant on Taylor while the work is being completed for the resident at 5475 Hugo Road.
 - Hammond Road Water Tower repainting in 2019- The Town Board authorized TKDA to prepare plans and specifications and authorize bidding at the January 23rd Town Board meeting.
 - An interconnect for area south of TH 96 with the City of White Bear Lake’s water system is going to be proposed to the Town Board in 2018. The Town Engineer and Public Works Director will need to visit the possible interconnect locations to determine which is the most feasible in May.

7. **Sanitary sewer system improvements/issues**
 - The gravity line west of Lift Station #3-The liner for the gravity line has been installed.
 - Another joint sealing project will be bid with Town Board approval in 2019.

8. **Street Improvement Program.**
 - Comment on the updated Emerald Ash Borer Management Plan will be shared by the Town Board with staff in February.

9. **Sign replacement program (retroreflectivity standard)**
 - Street name sign replacement is proposed for 2020. Staff has completed taking inventory of our existing sign locations and number. The CIP \$\$\$ have been increased.

10. **Personnel Updates:**
 - The newest employee, Tim Cunningham, has passed his Class “A” CDL driver’s test and will be taking the pre-trip inspection test again soon.

11. **Park Projects:**
 - Ice rinks are being maintained at Eagle, Red Pine, and Mead Parks.
 - Staff have been throughout the Park system trimming trees.
 - Bellaire Beach house rehabilitation. The interior and exterior painting has been awarded to Fresh Paint and the work will be completed early spring of 2019, pending weather. Plumbing improvements along with the door and door frame replacements have also been completed. The Public Works Director is ordering replacement toilet partitions/doors.
 - Court color coating quote was approved by the Town Board on August 20th. Work will be completed in the spring of 2019. The gates have been locked in the interim to prevent bike’s from using the court.

- The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated in 2019. The Public Works Director is working on specifications for the project to be approved by the Town Board.

12. Ramsey County Projects within the Township;

2019

- Mill and Overlay of Century Avenue from Co Rd E to Co Rd F.
- West Bald Eagle Boulevard.
- **Possibly East Bald Eagle Boulevard.**
- Mill and Overlay of South Shore Boulevard from White Bear Avenue to Co Rd F.
- Concrete Rehab of Highway 96 from I-35E to Highway 61.

2020-2022 Proposed

- Co Rd F from McKnight Road to Century (East Co Ln)
- Co Rd H-2 from Centerville Road to West Bald Eagle Boulevard
- Otter Lake Road from Goose Lake Road to CSAH 96
- Portland Avenue from Highway 96 to Taylor Avenue.

13. Informational sharing regarding Public Works in general:

Public Works Jobs for January 2019

1. Monthly safety inspections of, fire extinguishers, emergency lighting, eye wash stations, first aid kits and A.E.D., fall harnesses
2. Updating fire hydrant repair cards and hydrant numbers
3. Completed 15 IR (MN State) bacteria water tests
4. Continuing doing water testing and monitoring of the Towns water system
5. Continuous water testing at well's 1, 3, 4, 5 and 6
6. Repaired the flush hydrant at Eagle Park
7. Exercised # 11 (generator) at WBT lift station # 1, 2,8 and 7
8. Continued various water meter and Radio repairs
9. Various water shut off for home repairs
10. New construction water turn on's and radio programing
11. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
12. Counted and measured manholes and gate valves for the upcoming 2019 County road projects on East, West Bald Eagle Blvd., Co. Rd. F and South Shore Blvd.
13. Snow and ice removal on Town roads, trails and sidewalks
14. Installed signs and posts in Gem Lake
15. Emptied trash in all the parks
16. Cont. tree trimming in Town parks and some Road Right of Ways
17. Trimmed trees at Public Works and Admin.
18. Cont. flooding ice rinks at Eagle, Mead and Red Pine Park

Mechanic jobs for January 2019

- Scheduled # 35 (bucket truck) # 33 (utility crane truck) for hoist/crane inspections
- Repaired # 39 (pickup) upper rear cab brake light
- Repaired # 44 (loader) brake light
- Repaired the rear chain hook on the box of # 36 (2.5 yd. dump truck)
- Repaired # 42 (jet truck) front control throttle
- Plugged the hole in the tire on # 21 (Toolcat)
- Brought # 28 in to the Metal Dr. have the plow electrical harness replaced
- Assembled the sander rack
- Fabricated 6 bollards for around the fuel pump
- Assisted Public Works



**Park Board Meeting
February 21, 2019**

Agenda Number: 11

Subject: Stable Property Subdivision / Deer Meadow Park Trail Extension

Documentation: None

Action / Motion for Consideration:

Report at Meeting / Discussion

Minutes
Park Board Meeting
January 17, 2019

STABLE PROPERTY SUBDIVISION / DEER MEADOW PARK TRAIL EXTENSION: Riedesel held a neighborhood meeting a week before the Park Board meeting. The neighbors seemed happy with this trail extension. Riedesel retold the opinion of the trail as being the “missing link” in that area. A trail was added between lots 2 and 3, according to the updated plan. This item is on the agenda for the Planning Commission.

Lee motioned to take this item to the Town Board, leaving the layout as proposed. Koster seconded. Ayes all.



**Park Board Meeting
February 21, 2019**

Agenda Number: 12 - 13

Subject: Added Agenda Items
Adjournment

Documentation:

Action / Motion for Consideration:



Park Board Meeting February 21, 2019

Subject: FYI / Items passed by the Town Board Pertaining to the Park Board

Documentation:

Minutes
Town Board Meeting
January 23, 2019

LAKE LINKS TRAIL – HIGHWAY 96 SECTION, NORTH OF WHITE BEAR LAKE: 1) APPROVE THE JOINT POWERS AGREEMENT WITH THE CITY OF WHITE BEAR LAKE; 2) APPROVE PROPOSAL FROM SEH TO PERFORM TRAIL PLANNING SERVICES: The Planner reported that funding from the State will be provided to the Town and City of White Bear Lake to help plan and define a trail route along the Highway 96 corridor. Funding in the amount of \$22,000.00 is available to plan the route. City and Town staff have been working with Toby Muse at SEH to provide a proposal to define trail route options which would be jointly funded by the City and the Town. A Joint Powers Agreement has also been created between the City of White Bear Lake and White Bear Township. The SEH proposal includes the following activities as part of their service: meetings as necessary; review plans with Ramsey County and MnDOT; collect data from aerial photos, etc.; delineate the wetlands; review utility locations; identify trail alignment and additional right-of-way needs based on the trail alignment; identify two separate trail options along the corridor; analyze two crossing configurations at the intersection of Portland and Highway 96; provide cost estimates for cross sections and a geometric layout; and identify storm water drainage. The timing for the proposal is to have an alignment within three weeks and completion of the project within six weeks if approved. The process is a two-step process: 1) prepare a Joint Powers Agreement with the City of White Bear Lake; and 2) to approve the proposal from SEH to perform trail planning service. It was noted that the Town Attorney will make changes to the Joint Power Agreement which puts the Town in the primary position and the City is cooperating with any funding request made by the Town. The amended JPA will be sent to the city of White Bear Lake Attorney.

Ruzek moved, based on Planning Commission, Town Attorney & Staff review and recommendation to approve the Joint Powers Agreement Between the Town of White Bear and the City of White Bear Lake for design work regarding the Lake Links Trail – Highway 96 Section, north of White Bear Lake with noted attorney changes; and with funding received from a legislative grant funding source. McCune seconded. Ayes all.

Ruzek move to approve the Agreement for Professional Services from SEH for consulting services for design work regarding the Lake Links Trail – Highway 96 Section, north of White Bear Lake in an amount not to exceed \$22,000.00. McCune seconded. Ayes all.

WEST AVENUE HANDICAPPED ACCESS: 1) RECEIVE QUOTES; 2) AWARD QUOTE: The Planner presented an overhead of the West Avenue access and reported that the Town has been

working with representatives of Ramsey County Parks & Recreation to design a handicapped accessible access to Bald Eagle Lake within the West Avenue right-of-way. Staff from Ramsey County Parks, formerly the Ramsey County Soil & Water Conservation District was contacted by the Town to design the access and solicit quotes/bids from the contractors to complete construction. Prior to this project the Town contracted with the Ramsey County Soil & Water Conservation District to design and provide bid documents to construct a raingarden and planting at the site. When that project was completed, residents contacted the Town with a request to provide walking access to the lake from the site, which had existed prior to the raingarden improvement. Providing the lake access was reviewed by the Town at the time the raingarden was being designed. The access was not pursued at that time due to high cost estimates. When neighbors requested access across the property, the Park Board and Town Board reconsidered the construction of the access and approved a design and request for quotes/bids. In late December 2018 staff from Ramsey County Parks held a bid opening. One bid was received to complete the project. Field Outdoor Spaces provided a bid of \$22,955.00. County Staff estimated a project cost of \$30,300.00. Funding for this project is recommended from the Park Acquisition and Development Fund.

Ruzek moved, based on Staff review and recommendation to receive quote for the West Avenue Handicapped Access. McCune seconded. Ayes all.

Ruzek moved to award the quote to Field Outdoor Spaces in the amount of \$22,955.00 with funding from the Park Acquisition & Development Fund. McCune seconded. Ayes all.

APPROVE THE KAYAK STORAGE POLICY WITH FEES & PLACEMENT OF A SIGN ON THE RACK: The Town Attorney stated it should be made clear as part of the Kayak Storage Policy that with any permit the Township is not taking any responsibility for any personal injury or property damage. It should be verified with the Town's Insurance Trust that the Town is covered. This could create a potential liability for the Township. Whoever uses it uses it at their own risk. The Town Attorney stated that there is some additional language that needs to be added and that the permit should indicate that the user uses the kayak storage at their own risk. It was the consensus to table the matter until the February 4, 2019 Town Board Meeting to allow time for language amendments to be incorporated relative to insurance coverage.

Ruzek moved to table the matter of Kayak Storage Policy to the February 4, 2019 Town Board Meeting to allow time to check with the Town's Insurance Trust relative to coverage. McCune seconded. Ayes all.