



# NORTH BRANCH

## —Minnesota—

Charles Klopp  
Chair

Bob Bernier  
Commissioner

Farfum Ladroma  
Commissioner

Lynn Wilson  
Commissioner

Wendy Chelberg  
Commissioner

**PARKS, TRAILS AND OPEN SPACE  
COMMISSION  
REGULAR AGENDA  
MONDAY, SEPTEMBER 8, 2025 @ 7:00 PM  
CITY HALL, 6408 ELM STREET, NORTH  
BRANCH, MN 55056**

### MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA

#### REGULAR MEETING

**Monday, September 8, 2025**

1. CALL TO ORDER

Parks, Trails, and Open Space Chair Charles Klopp called the meeting to order at 7 PM.

2. PLEDGE OF ALLEGIANCE

Chair Charles Klopp led the Pledge of Allegiance.

3. ROLL CALL

**Present:** Commissioner Charles Klopp, Commissioner Farfum Ladroma, Commissioner Lynn Wilson

**Absent:** Commissioner Bob Bernier, Commissioner Wendy Chelberg

**Remote:**

**Others Present:** Mayor Kevin Schieber

**Notes:**

4. PUBLIC COMMENT

*Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.*

5. AGENDA APPROVAL

a. Approve Agenda

**RESULT: Passed**

**ACTION**

**MOVER:** Charles Klopp  
**SECONDER:** Farfum Ladroma  
**AYES:** Charles Klopp, Farfum Ladroma, Lynn Wilson  
**ABSENT:** Bob Bernier, Wendy Chelberg  
**NOTES:**

6. CONSENT AGENDA

*All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.*

a. Approval of August 4, 2025 PTOS Commission Meeting Minutes ACTION

**RESULT:** Passed  
**MOVER:** Charles Klopp  
**SECONDER:** Lynn Wilson  
**AYES:** Charles Klopp, Farfum Ladroma, Lynn Wilson  
**ABSENT:** Bob Bernier, Wendy Chelberg  
**NOTES:**

7. REPORTS

a. Park Fund Balances INFO

Community Development Director Nate Sondrol presented an update on the Park Fund Balance. The Park Fund balance is \$124,000, but it goes down to \$86,000. The Community Center Fund is roughly \$180,000, and the Park Improvement Fund has a little over \$104,000.

b. Project Updates INFO

Community Development Director Nate Sondrol presented project updates to the Commission.

The DNR will be conducting a site visit update later this week to follow up on improvements at Northwood Park. The Master Gardeners will be at the Harder Park Dense Forest, looking at the garden area in the front. They're looking at thinning that up and then putting about 100 new plugs in. Chair Klopp commented that he liked the way the ditch had been removed at Harder Park. Nate commented that when the kiosk gets installed, it will be at a nice level, not having to dip down, and ADA accessible. We'll be pouring concrete for that block that goes out to the shelter, the pad for the kiosk, and then there'll be two bench pads in the next couple of weeks.

Director Sondrol also gave an update for the Walk to School Day, which is scheduled for Wednesday, October 8th, at 7:15 at Saint Gregory's Church.

c. Approval of submitting an application to the ECRAC Arts and Culture Heritage Fund Legacy Grant for the Summer Concerts Series ACTION

Community Development Director Sondrol asked the Parks, Trails, and Open Space commission to approve the application to the ECRAC Arts and Culture Heritage Fund Legacy Grant for the Summer Concerts Series for 2026. There was some discussion that there was a great turnout this year, with huge crowds.

There was a motion to approve the submission of the grant with the amount not to exceed \$3,500 from the Park Improvement Fund.

**RESULT:** Passed  
**MOVER:** Farfum Ladroma  
**SECONDER:** Lynn Wilson  
**AYES:** Charles Klopp, Farfum Ladroma, Lynn Wilson  
**ABSENT:** Bob Bernier, Wendy Chelberg  
**NOTES:**

d. Comprehensive Plan Update INFO

Community Development Director Sondrol gave an update on the Comprehensive Plan. The City is currently working on taking the information that was collected from the survey that was on the City website and the City Facebook page and compiling it. There will be a subcommittee for each category, including Parks.

e. Website INFO

Community Development Director Sondrol gave an update regarding the website and stated that the City Council has authorized the update of our City website. The City will be looking for feedback from the Commission involving park space and recreation. If the commission members have any ideas, they can contact staff members.

8. NEXT MEETING - NOVEMBER 7, 2025 - 7 PM

The next Parks, Trails and Open Space Meeting will be held on Monday, October 6th, 2025 at 7 PM.

9. ADJOURNMENT

Chair Charles Klopp adjourned the meeting at 7:16 pm.

**RESULT:** Passed  
**MOVER:** Farfum Ladroma  
**SECONDER:** Lynn Wilson  
**AYES:** Charles Klopp, Farfum Ladroma, Lynn Wilson  
**ABSENT:** Bob Bernier, Wendy Chelberg  
**NOTES:**