



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 9, 2024 @ 6:00 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 9, 2024

1. CALL TO ORDER

The North Branch Parks, Trails and Open Space Commission met in REGULAR and Chair Klopp called the meeting to order at 7:00 PM. The Commission earlier met at the Meadows North park at 6pm before starting the regular meeting at 7pm.

2. PLEDGE OF ALLEGIANCE

Chair Klopp led the pledge of allegiance.

3. OATH OF OFFICE - WENDY CHELBERG

GIS Specialist/Parks Director Sondrol administered the oath of office to Wendy Chelberg.

4. ROLL CALL

Present: Chair Charles Klopp, Commissioner Bob Bernier, Commissioner Farfum Ladroma, Commissioner Lynn Wilson, Commissioner Wendy Chelberg

Absent:

Remote:

Others Present: GIS Specialist/Parks Director Sondrol, City Clerk/IT Director Varma along with members of public.

Notes:

5. AGENDA APPROVAL

a. Approve Agenda

RESULT: Passed

ACTION

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

6. PUBLIC COMMENT

There were no public comments at this meeting.

7. CONSENT AGENDA

a. Approval of August 5, 2024 PTOS Minutes ACTION

RESULT: Passed

MOVER: Lynn Wilson

SECONDER: Farfum Ladroma

AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Lynn Wilson, Wendy Chelberg

ABSENT:

NOTES:

8. REPORTS

a. Park Fund Balances INFO

GIS Specialist/Parks Director Sondrol went over the Park Fund balances as presented in his memo. Sondrol stated there were no changes to the Parks Fund from the previous meeting.

b. Project Updates INFO

GIS Specialist/Parks Director Sondrol provided the overview of all the projects as an update to the Commission as presented.

c. Veterans Memorial DRAFT Fiscal Agent Agreement ACTION

Commissioner Bernier stated that he would like to see the date be added instead of being an open-end and have staff add the languages before getting it signed by all parties.

RESULT: Passed

MOVER: Charles Klopp

SECONDER: Bob Bernier

AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Lynn Wilson, Wendy Chelberg

ABSENT:

NOTES: The Commission made a recommendation to add (e) to #11 to the agreement as modification.

d. Laborers Training Center Addition ACTION

GIS Specialist/Parks Director Sondrol went over the Laborers Training Center as proposed in his memo. The Construction Laborers' Education, Apprenticeship and Training Fund of Minnesota and North Dakota (Applicant) has applied for a preliminary/final plat for the Laborers Training Center Addition and Park Dedication Fees.

RESULT: Passed

MOVER: Bob Bernier

SECONDER: Farfum Ladroma

AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Lynn Wilson, Wendy Chelberg

ABSENT:

NOTES:

e. Preserve at Spring Hill 2nd Addition

ACTION

GIS Specialist/Parks Director Sondrol led the discussion on the Preserve at Spring Hill 2nd Addition and stated that the Windward Development LLC has provided plans for a Planned Unit Development (PUD) for a subdivision named Preserve at Spring Hill 2. The PTOS Commission to make a recommendation on deeming if there

is a public interest to require a land dedication, cash contribution or any combination of thereof for parks, trails and open space of the proposed plat. Staff recommends acceptance of cash-in-lieu of land for the parks, trails and open space as the increased number of residents within the subdivision will increase the demands upon the city parks, trails and open space system and the construction of the 10' bituminous trail along Harder Parkway and the acceptance of Outlot C as open space to meet the open space requirements

f. Roger Johnson Memorial Park Improvements Request

VERBAL
UPDATE

GIS Specialist/Parks Director Sondrol made the Commission aware of the improvement requests. Ryan Walness addressed the Commission on some of the major needs pertaining to lighting in the park and addressed questions about the safety of kids as well in the park. Some of the concerns were lighting in the park and parking area, sidewalks and putting in another connex box to fit all the equipment for the kids.

RESULT: Passed

MOVER: Charles Klopp

SECONDER: Lynn Wilson

AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Lynn Wilson, Wendy Chelberg

ABSENT:

NOTES: The first motion was pertaining to putting te conned box in the Roger Johnson Memc Park

RESULT: Passed

MOVER: Charles Klopp

SECONDER: Lynn Wilson

AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Lynn Wilson, Wendy Chelberg

ABSENT:

NOTES: The second motion was to have staff bring in the costs related to the lights in the park well as renting flood lights.

g. Malmquist Property

INFO

GIS Specialist/Parks Director Sondrol provide an update on the Malmquist Property.

h. ECRAC Arts and Culture Heritage Fund Legacy Grant - Summer Concerts

ACTION

GIS Specialist/Parks Director Sondrol went over the ECRAC Arts and Culture Heritage Fund Legacy Grant. He stated that the concerts had an excellent turnout and that the staff was looking for support.

RESULT: Passed

MOVER: Charles Klopp

SECONDER: Bob Bernier
AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Lynn Wilson, Wendy Chelberg
ABSENT:
NOTES: Sondrol thanked Commissioner Wilson for all her support and work.

i. Northwood Park Improvements - DNR Grant ACTION

GIS Specialist/Parks Director Sondrol went over the Northwood Park Improvements DNR Grant.

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

j. PTOS Strategic Plan INFO

GIS Specialist/Parks Director Sondrol led the discussion on the PTOS Strategic Plan. Sondrol also presented the Wildridge Survey results to the Commission.

9. NEXT MEETING - OCTOBER 7, 2024, 7PM

10. ADJOURNMENT

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

The meeting was adjourned at 8:20pm.