

CITY OF SAINT PETER, MINNESOTA

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Tuesday, February 16, 2021 7:00 PM

MEETING CONDUCTED BY ELECTRONIC MEANS – SEE INFORMATION BELOW

Pursuant to due call and notice thereof, a regular meeting of the City of Saint Peter Parks & Recreation Advisory Board meeting was conducted virtually.

A quorum present, Laura Zender called the meeting to order at 7:00 p.m. The following Board Members were present: Mike Bidelman, Al Christensen, Brian Fremo, Eli Hoehn, Sarah Nielsen, Jordan Paula and Laura Zender. Rachelle Fuller and Hayley Russel joined after their Oath of Office. Emily Bruflat and Shanon Nowell joined while the meeting was in progress. The following ex-officios were present: Pete Moulton, Director of Public Works and Joey Schugel, Director of Recreation and Leisure.

Visitors - Angie Glassel, Administrative Secretary.

Approval of Agenda - Bidelman made a motion, seconded by Hoehn, to approve the agenda as submitted. With all in favor, the agenda was approved.

Approval of Minutes - Hoehn made a motion, seconded by Bidelman, to approve the January 19, 2021 minutes. With all in favor, the minutes were approved.

Oath of Office – Rachelle Fuller and Hayley Russell read their oath of offices for their first term on the Advisory Board.

UNFINISHED BUSINESS

- A. Minnesota Square Park – 2021 Improvements Plan – Moulton shared with the Advisory Board the improvements that are planned for this year.
 - Plaza – a detailed map and scope of work was shared with the Advisory Board. This is a budgeted project planned to begin in the spring.
 - DNR Outdoor Recreational Grant – City staff continue working on the grant application which is due in March with a response expected in June. If this grant is awarded to the City it will be applied towards the planned and budgeted improvements at the park from the ring sidewalk to the pavilion plus a parking area. If the grant is not received the improvements in yellow on the attached map will not be completed.
 - Accept Donation for the Saint Peter Masons Picnic Shelter – A motion was made by Fremo to accept the donation of \$50,000 from Nicollet Lodge #54 – Saint Peter Freemasons for the additional Saint Peter Masons Picnic Shelter to be installed at Minnesota Square Park, seconded by Hoehn. With all in favor, the donation was approved and will be recommended to the City Council. (Resolution 2021-01)
- B. 2022 Parks Improvements – Moulton reviewed with the Advisory Board the 2022 planned improvements which includes the category of “Shade Structures and Passive Picnic Areas” (SS/PA). A motion was made by Bidelman to keep the rankings “as is” and to see if the City is eligible for grant funds for the fishing pier at the Mill Pond (apply for DNR Grant); seconded by Christensen. With all in favor, the 2022 Parks Improvements were approved and will be used for the 2022 budgeting process.
- C. Statewide Health Improvement Partnership (SHIP) Grant – Moulton shared that a grant for cement pads and benches to be added along the Nicollet Avenue Trail System was submitted and was successful. Five cement pads and benches will be added along Traverse Road and Nicollet Avenue in the spring.

NEW BUSINESS

- A. Parks Master Plan Updates – Moulton shared with the Advisory Board the “draft updates” for Jefferson, Riverside – Mill Pond and Warren Parks. Moulton asked for feedback and input related to the draft. Updates will happen in the next month. The comment was made that the “development considerations and needs” were helpful to read for each park.

REPORTS

- A. Chairs Report – There was nothing additional to discuss at this time.

B. Department of Recreation and Leisure Services (Schugel)

1. January – Schugel highlighted the activity reports from January. He shared that in-person programming was back along with still using some means of virtual has been helpful for those that want to participate in programs.
2. Outdoor Skating Rinks – Schugel shared with the Board that due to COVID rules there will not be a warming house this year. He mentioned that all rinks are now open.
3. Summer Employment/Programming – Seasonal positions are now open for applications until mid-March. The pool plan is to open by Memorial Day weekend. Summer programming will be a mix of in-person and virtual.
4. COVID-19 Updates - Community Center – Schugel shared that they are following State guidelines and the Community Center is now back open.

C. Department of Public Works (Moulton)

1. Community Spirit Park (CSP) Restroom Facilities Update – Moulton updated that the City will work with a budget of \$155,000 and it is currently being advertised with bids due on February 18, 2021. Construction could begin this Spring/Summer and completed in early fall of 2021 when school begins.
2. Summer Employment – All seasonal positions are now open with a deadline for applications in mid-March.
3. COVID-19 Updates - Public Works – The Public Works office opened to the public on January 14. All staff are following Minnesota Department of Health guidelines and are pre-screened each morning. All employees are required to wear face masks and recommended guidelines.
4. Parks and Recreation Advisory Board Roster – Moulton mentioned a new roster will be emailed out including all emails and phone numbers.

ADJOURNMENT

Bidelman made a motion, seconded by Fremo to adjourn the meeting. With all in favor, the meeting was adjourned at 8:00 p.m. Our next Advisory Board meeting will be held on Monday, March 7 at 7:00 p.m.



Laura Zender, Chair



Sarah Nielsen, Secretary