

# PARKS AND RECREATION BOARD SPECIAL MEETING

4:00 P.M.

Monday, November 6, 2023

Present: Steve VanHouse  
Tracy Tiboni  
Jenny Bjerken  
Nathan Stadler  
Gene LaFond  
Dick Stern

Absent: Shane Hoff

Bryan Carpenter, Parks and Recreation Department  
Lana Fralich, City Administrator  
Joe Rhein, City Engineer, Bolton & Menk via ZOOM  
Joel Odens, Bolton & Menk via ZOOM  
Mike Ettel, Eli Yachts  
Kathleen Koch, Eli Yachts

VanHouse called the meeting to order at 4:00 p.m.

**Agenda** – Motion by Bjerken, second LaFond to approve the Agenda. MOTION CARRIED.

**Minutes** – Motion by Tiboni, second Stadler to approve the minutes of the October 4, 2023 Regular Meeting and October 16, 2023 Special Meeting. MOTION CARRIED.

## **OLD BUSINESS**

**Marina Update** – Marina has closed for the season and Winter preparation has started.

**Black Beach Campground Update** – Campground has closed for the season; Carpenter will provide final numbers and information at next meeting. Construction has started on E. Lakeview Drive. Progress pictures are available on the city website.

**Arena Update-** Commercial Refrigeration has inspected, replaced valves and provided training to staff. Ice is in, hockey has started. Discussion followed regarding open skating, lack of finding part-time student help, number of participants, offering an hour for beginner skaters, revenues received from open skating, offering free skating since no charges for outdoor rink skating, and staff oversight during open skating. Motion by Stadler, second Tiboni to recommend open skating be free of charge and not hire a part-time employee for open-skating. MOTION CARRIED.

**Outdoor Rink Update-** Purchase of used rink boards have saved a substantial amount of money, footings have been poured, and boards are in place. Discussion regarding using glass versus netting on boards. VanHouse offered a thank you to his staff and provided an update of costs of being approximately \$27,515 for footings plus in-kind donations of approximately \$37,000. The Board thanked VanHouse for his donation and giving time back to the community.

## **NEW BUSINESS-**

**Recommend Approval of Multi-Modal Trailhead Center 30% Design-** Joe Rhein, City Engineer and Joel Odens of Bolton & Menk presented the Multi-Modal Trailhead Center preliminary site plans (30% completed) to the board for review. The design is a result of input from various stakeholder groups such as the Gitchi-Gami Bike Trail Association, Scenic Byway, Silver Trail Riders ATV/Snowmobile Club, Superior Hiking Trail, Lake County, DNR, City Police, Parks and Rec, Streets and Public Utilities. Discussion regarding deadlines, parking, shelters, amenities, use of building, stormwater, acquiring property owned by NS Mining, and solar power. Further discussion regarding soil borings depths and start date. Motion by Bjerken, second LaFond to recommend to Council to approve the 30% design plans. MOTION CARRIED.

**Recommend Approval of the Multi-Modal Trailhead Center Cultural Memorandum of Understanding-** As part of the federal funding requirement and with the City being deemed having historical significance, the MN State Historic Preservation Office is requiring the City create interpretive signage describing the history and significance of the historic district and history of Silver Bay, to be installed at the Trailhead, and created by a certified consultant who meets the Secretary of Interior's Professional Qualifications Standards for History or Architectural History, which Bolton & Menk has one on staff and has already been working with the city. This would be paid by the grant funds. Motion by Tiboni, second Bjerken to recommend to Council approval of the Memorandum of Understanding. MOTION CARRIED.

**Multi-Modal Trailhead Center Update-** All of the past meetings and discussion regarding the Multi-Modal Trailhead Center are being compiled and the Board was asked for any additional comments. The consensus of the board was positive about the revitalization of the area and a positive addition to what Silver Bay has to offer.

**Recommend Approval of Hanz Lehrke Independent Contractor Agreement-** Hanz Lehrke has been performing dock and buoy repairs for the marina in exchange for winter storage, but there has not been an official agreement in place. Board reviewed the Independent Contractor Agreement drafted by the City Attorney. Motion by Tiboni, second Stadler to recommend the contract with Hanz Lehrke to Council for approval. MOTION CARRIED.

**Recommend Approval of Eli Yachts Concession Agreement for Marina Ship Store-** Board reviewed the amended concession agreement for a Marina Ship Store. Eli Yachts will provide prepackaged food, beverages, fishing and boating supplies, and tourist items in the Ship Store May -October 2024 for a flat monthly lease payment of \$100, with an increase to \$200/month during the second year. Motion by Bjerken, second LaFond to recommend the Concession Agreement to Council for approval. MOTION CARRIED.

**Recommend Approval of Eli Yachts 2024 Management Agreement-** Contract is on auto renewal with no changes, Board was able to disregard. Consensus of Board is that Eli Yachts is doing a great job at managing the marina for the City.

**Senior Workshop Temporary Closure-** Due to the construction of the Multi-Modal Trailhead Center and the Rec building planned for removal, it was found that the lift station is need of repair, but the lift station also services the Senior Workshop. There was discussion on if the lift station should be repaired, not repairing and close the use of the rec building, impact on use of senior workshop and how to provide sanitary services to the workshop. Further discussion regarding contacting the school to possibly provide space for the senior workshop and how they could possibly help training and give experience to the students. It was noted that the senior workshop will not be available for use during the construction. Motion by Bjerken, second LaFond to

recommend to Council to approve the immediate closing Rec building and if compliant, provide a portable toilet for the Seniors Workshop. MOTION CARRIED.

**Set 2024 Meeting Dates-** Motion by Bjerken, second Tiboni to set Parks & Recreation regular meeting dates as January 3, February 7, March 6, April 3, May 8, June 5, July 3, August 7, September 4, October 9, November 6, and December 4. MOTION CARRIED.

Motion by Tiboni, second Bjerken to adjourn at 5:28 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson