

**CITY OF HANOVER  
PARK BOARD  
March 27, 2012  
Unapproved Minutes**

**MELISSA THOMPSON - CHAIR  
ABBY PETERSON – VICE-CHAIR  
TOM GLEASON**

**ANDREW STARNER  
LISA MCGUNNGLE  
LIAISON – WENDY PINOR**

Thompson called the regular Park Board meeting of March 27, 2012, to order at 7:11 p.m. followed by the Pledge of Allegiance. Present were members Thompson, Gleason, Starner and Peterson. Also present was Liaison Pinor and Secretary/Receptionist Herwig. Absent was McGunnigle. Guests present included, but may not have been limited to: None.

**Call to Order**

Thompson introduced the agenda. She requested that Settlers Park Baseball Dugouts and Benches be added to the agenda as item 6.c.

**Approval of  
Agenda**

Peterson requested that the Knitters Guild Program be added to the agenda as item 6.d.

**MOTION** by Thompson, seconded by Gleason, to approve the meeting agenda of March 27, 2012, as amended.

Voting aye: Thompson, Gleason, Starner and Peterson.  
Voting nay: none. Motion carried 4:0.

Thompson introduced the February 28, 2012 meeting minutes. She requested removal of the 2<sup>nd</sup> line in the 7<sup>th</sup> paragraph on page 4. She requested corrections to the names on page 5. She said that Thompson and Peterson need to be switched under the Easter Egg Hunt-Saturday, April 7 item.

**Approval of  
Minutes**

**MOTION** by Thompson, seconded by Gleason, to approve the minutes of the February 28, 2012, regular meeting, as amended.

Voting aye: Thompson, Gleason, Starner and Peterson.  
Voting nay: none. Motion carried 4:0.

**Open Forum**

**Open Forum**

No citizens present.

**Unfinished Business**

**Unfinished  
Business  
Spring Social –  
Open House**

**Spring Social – Open House**

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Thompson introduced the agenda item. She thanked Herwig for doing a lot of the work for the Spring Open House materials to be handed out at the Park Board booth.

Gleason said he has spoke with Herwig on working together to get the larger map to display the parks locations for the booth.

Pinor suggested having attendants of the Open House bringing non-perishable food items to donate supporting the Hanover Food Shelf. Pinor and Starner said that is an excellent idea. Pinor thanked the members for stating they liked her idea. Pinor said as part of her daughters confirmation project she is doing the table for the Hanover Food Shelf.

Thompson and members listed the materials needed for the Park Board booth and amounts of each item.

- Tobacco-Free Parks & Trail Policy-50
- 2012 Summer Park Programs-50
- Adopt-A-Park Program-50
- 2012 Park Survey-50
- Central MN Arts Board (CMAB) article on the Cardinal Circle Park sculpture, "Hanna"

Members discussed providing small maps of the parks as a handout. Herwig is seeking help with the engineer on a street map with the park locations included. Gleason found the Park Dedication Park Map and has additional maps he may bring to the Open House for reference materials.

Members discussed the survey rating system. Thompson will contact Buchholtz on how he plans to market the survey. The members would like to include the 2012 Park Survey at the Open House.

Members discussed the booth display, set-up time, and that all members present will be in attendance.

- Thompson will bring balloons.
- Starner will provide candy.
- Peterson will bring a red and white checkered table cloth.
- Gleason will provide a sign displaying "Hanover Park Board".
- Thompson will provide a picture of the Cardinal Circle Park wood sculpture, "Hanna" to display.
- Requested an easel to display picture.

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Pinor suggested on the park amenities sheet to include information that the park porti-potties are ADA compatible.

Members discussed staffs' and Board members' responsibilities of the Spring Open House. Pinor provided an overview of the planned event. She said Council would like to build on little by little in the coming years. She said each council member is a liaison of 3 programs/organizations for the Open House. She said there would be a minimum of 15 program/organizations in attendance this year.

Members discussed the funds left over from a donation for a drawing of bicycle helmets held for the trail grand opening Mayor Waters mentioned at the February 28, 2012 Park Board meeting. The members decided to wait on using the funds and bike helmets for a drawing at a later event where there would be more children in attendance.

No action taken.

**Easter Egg Hunt-Saturday, April 7**

**Easter Egg  
Hunt-Saturday,  
April 7**

Thompson introduced the agenda item. She provided an overview of the donations and prizes received for the 3 age groups.

- Maverick Construction     \$75
- Marketplace                 \$20 gift card
- CVS                             \$25 gift card
- Hanover Lions                40 pounds of candy
- Kid-Fit                         3 preschool t-shirts
- Walgreens                     Easter basket filled with items
- Perkins                         Free muffin coupons
- Dairy Queen                 24 coupons

Thompson said she purchased prize items from Oriental Trader for each age group. She said she would like to have a large prize for each age group. She explained the process is similar to last year's egg hunt with handouts to participants and donors listed. She questioned members who will be attending. All members said they would be attending.

Members discussed volunteers. Thompson noted Mayor Waters will be the Easter Bunny with his family attending as volunteers.

Thompson notified Crow River News, Bankwest, Hanover School,

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Hanover Lions, and Buchholtz for the City's Facebook and website to advertise the event.

Starnner volunteered to get 20 vests for volunteers. Gleason said he has 2 he will bring.

No action taken.

**New Business**

**New Business  
Spring Park  
Walk Through**

**Spring Park Walk Through**

Thompson introduced the agenda item.

Following is a list of items mentioned during the Spring Park Walk Through:

**Mallards Landing**

- Additional wood chips needed (thin in some areas).
- Suggested possibly using the basketball court a multi-use court for tennis also.

**Pheasant Run Park**

- Additional wood chips needed (thin in some areas) under swings and slide.
- Sand and paint barbecue grill.
- Gazebos repair/maintenance.
  - Remove paint on gazebo.
  - Additional bolts needed to anchor gazebo.
  - Remove rails on gazebo for additional space around picnic table.

**Bridgeview Park**

- Additional wood chips needed (thin in some areas) under swings.
- Remove berm and replace/replant boulders and plant material.

**Eagle View Park**

- Remove plant material (brush) on sliding hill area.

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- Sand and stain the two benches.
- Sand and stain picnic table.

**Cardinal Circle**

- No repair/replacement issues addressed.

**Settler's Park**

- Replace the three benches or reuse the three benches into two repaired benches.
- Trim three lower hanging branches on tree in playground area.
- Remove picnic table from under tree in playground area and replace with a new circular bench around tree.
- New park sign.

Thompson questioned Herwig if she would draft the list of items noted on the walk. Herwig affirmed she would. She mentioned Vogel stated he would provide the members with bids on the items needed to be replaced or purchased from the walk. She said he also mentioned he would need volunteers for installation of the Cardinal Circle shelter. Members discussed advertising for the volunteers. Gleason volunteered to assist with the project.

Members appreciated that Vogel attended the walk through and mentioned he is doing a great job in being proactive with the City's parks and general maintenance.

No action taken.

**2012 Survey**

**2012 Survey**

Thompson introduced the agenda item.

Peterson stated she felt the Park Board has researched and addressed the skateboard item enough to remove the item from the survey. She said the applicant could list the skateboard interest on the bottom of their survey. Thompson agreed with Peterson and would like to see the rating scale listed on the top per member's discussion earlier.

No action taken.

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**Settler's Park Baseball Dugouts and Benches**

**Settler's Park  
Baseball  
Dugouts and  
Benches**

Thompson introduced the agenda item. She said that Mayor Waters suggested the members include this item as a 2012 project. She said that Settler's Park Field 4 is the location planned for the installation of the benches, dugouts, and cement slab. She mentioned that she would like to get the costs for the cement slab and dugouts for a volunteer installation project. She suggested staff consult with a person who has a wealth of knowledge on the item such as a youthball board member or specifically Gar Engle, the baseball coordinator.

Pinor noted the Cardinal Circle baseball dugout project was relatively expensive to install.

Thompson suggested this project could be installed in phases with volunteers.

Pinor stated Vogel mentioned to her he has a plan he is working on that would be nicer and cost less than the project at Cardinal Circle Park.

**MOTION** by Thompson, seconded by Gleason, to table agenda item to the next regular meeting April 24, 2012.

Voting aye: Thompson, Gleason, Starner and Peterson.  
Voting nay: none. Motion carried 4:0.

**Knitter's Guild Program**

**Knitter's Guild  
Program**

Thompson introduced the agenda item.

Peterson explained a program the Park Board may want to include in the 2012 Parks Programs. She said the Knitters Guild has a mentoring program where 4 people volunteer to provide instructions to participants on knitting a project for 6 weeks. She said 4 people are willing to volunteer their service for this program. She said the Guild provides start-up supplies of yarn and needles to the participants. She said the 1<sup>st</sup> project the participants make is a book mark.

Members discussed time, dates, age groups, and advertising the program.

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**MOTION** by Thompson, seconded by Starner, to approve the Knitter's Guild Program to start June 14 at 10:15 am – 11:30 am for 6 week session.

Voting aye: Thompson, Starner and Peterson.

Voting nay: Gleason. Motion carried 3:1.

**Reports & Announcements**

**Reports &  
Announcements**

**Park Board Reports**

Thompson

- Thanked Vogel for attending the Spring Park Walk Through.
- Questioned Peterson on the status of the free banner to post at the events the Park Board sponsors. Peterson said she would report on the banner after she finds out.
- Questioned Peterson on the status of the Zumba in the Park classes. Thompson said this could be a way to encourage family fitness if the program was free to the residents. Peterson said she would have a report at the next meeting on the options of classes after checking with an instructor (a residents daughter of Hanover) first.

McGunnigle

- Not present.

Peterson

- Thanked Herwig for the brochures/handouts she prepared for the Park Board.

Starner

- No report.

Gleason

- Reported the Zoomobile date is confirmed for July 18, 2012.

**Liaison Report**

- Pinor reported the Hanover Fire Departments Pancake Breakfast is Sunday, April 1, 8am to noon at the Fire Hall.

**Staff Report**

- No report.

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**Adjournment**

**MOTION** by Peterson, seconded by Gleason to adjourn the Park Board meeting at 8:17 p.m. Motion carried unanimously.

**Adjournment**

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**Lori Herwig, Secretary/Receptionist**