

**CITY OF HANOVER  
PARK BOARD  
May 22, 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 May 22, 2012, to order at 7:08 p.m. followed by the Pledge of Allegiance. Present were members Thompson, Gleason, Starnier, McGunnigle, and Peterson. Also present was Secretary/Receptionist Herwig. Absent was Liaison Pinor. Guests present included, but may not have been limited to: None.

**Call to Order**

Thompson introduced the agenda. She requested that Reading in the Park be added to the agenda as item 6.a. and Bike Helmets be added as item 6.b.

**Approval of  
Agenda**

**MOTION** by Gleason, seconded by Starnier, to approve the meeting agenda of May 22, 2012, as amended.

Voting aye: Thompson, Gleason, Starnier, McGunnigle, and Peterson.  
Voting nay: none. Motion carried 5:0.

Thompson introduced the March 27, 2012 meeting minutes.

**Approval of  
Minutes**

**MOTION** by Thompson, seconded by Gleason, to approve the minutes of the March 27, 2012, regular meeting.

Voting aye: Thompson, Gleason, Starnier, McGunnigle, and Peterson.  
Voting nay: none. Motion carried 5:0.

**Open Forum**

**Open Forum**

No citizens present.

**Unfinished Business**

**Unfinished  
Business  
Cardinal Circle  
Park Shelter  
Discussion**

**Cardinal Circle Park Shelter Discussion**

Thompson introduced the agenda item.

Vogel, Lead Maintenance Worker provided an overview of the shelter approved by Council. He informed the members that the installation of the concrete slabs for Settlers Park Benches and Dugouts did not go as he planned. He said he discussed the issue of not having the

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equipment and contracting the project to an outside source with Mayor Waters. He said that the dugout project was difficult for him due to being a worker and lead of the project at the same time. He said that he did not have the equipment to finish the cement the way he would have liked. He said that he would like assistance of a contractor on the shelter project. He informed the members volunteers would be needed to complete the project. He explained the steps as he has planed within his schedule. First, to construct the shelter. Second, install the concrete.

Starner stated he has constructed numerous shelters growing up on a farm and has the knowledge and skills to complete the project. He volunteered his services. Gleason also volunteered his services stating that they should receive compensation for their assistance with the shelter installation project. Members discussed contractor's compensation versus volunteering.

Starner, Gleason, and Vogel will meet to discuss the item.

**MOTION** by Peterson, seconded by Thompson, for Vogel to request bids from contractors for the installation of the shelter project and to work with Starner and Gleason as the contracted installers at a lower rate than the bids for the project.

Voting aye: Thompson, Gleason, Starner, McGunnigle, and Peterson.  
Voting nay: none. Motion carried 5:0.

Vogel informed the members of the proposed location issue of the shelter. He said the shelter would need to be moved due to the size of the existing soccer field and to prevent the likelihood of changes at a later date.

Thompson and Peterson were supportive in moving the proposed location of the shelter to keep the existing soccer field size.

**MOTION** by Thompson, seconded by Starner, to locate the shelter in a position suitable for the soccer field to remain as a U12 or the field as large as possible at the discretion of Vogel.

Voting aye: Thompson, Gleason, Starner, McGunnigle, and Peterson.  
Voting nay: none. Motion carried 5:0.

**Spring Park Walk-Through Follow Up**

**Spring Park  
Walk-Through**

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Thompson introduced the agenda item.

**Follow Up**

Vogel provided a progress update on the list of items from the Spring Park Walk Through.

**Pheasant Run Park**

- Additional wood chips needed (thin in some areas) under swings and slide. *Completed.*
- Gazebos repair/maintenance.
  - Remove rails on gazebo for additional space around picnic table. *Not able to remove due to being required for stability of the structure. Spindles will be sanded and painted/stained.*

**Bridgeview Park**

- Additional wood chips needed (thin in some areas) under swings. *Completed.*
- Remove berm and replace/replant boulders and plant material. *The berm is a part of the contract the City has with the association. The berm is being maintained by the association.*

**Settler's Park**

- Additional wood chips needed in playground area. *Completed.*

**Mallards Landing**

- Additional wood chips needed (thin in some areas). *Ran out of wood chips and will order additional chips to complete project this summer.*

Starner mentioned he has heard a lot of compliments on how good the Settler's Park playground area looks with the new wood chips.

No action taken.

**Settlers Park Baseball Dugouts and Benches**

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

Thompson introduced the agenda item. She commented that the dugouts look good.

Vogel provided an update on the project. He said that he is working on the installation of the black dirt around the dugouts and ag-lime

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on the field.

No action taken.

**Spring Social – Open House Report**

Thompson introduced the agenda item. She said she felt the booth was good and the turnout was decent.

McGunnigle questioned if the Open House was advertised enough. Thompson said yes. Peterson commented that the event will grow each year.

Thompson said there are a lot of community activities that residents do not know about. She said she spoke with the director of the Buffalo-Hanover-Montrose Community Education School District program. She said that the director mentioned that the school district could offer other ideas without duplicating programs for Hanover residents. She said the director would like to attend a Park Board meeting to provide additional program options.

Peterson mentioned a lot of attendants were interested in the Community Garden.

No action taken.

**Easter Egg Hunt Report**

Thompson introduced the agenda item. She provided an overview of the event. She said the volunteers were great. She said there were approximately 200 people in attendance.

Members discussed the donations. The members decided to work on acquiring donations at an earlier date prior to the event next year. Thompson mentioned a goal is to think outside of the box for other places in Hanover to request donations from.

No action taken.

**Movie in the Park, June 23, 2012 “Puss in Boots”**

Thompson introduced the agenda item.

Members discussed placement of the banner, the concession stand,

**Spring Social –  
Open House  
Report**

**Easter Egg Hunt  
Report**

**Movie in the  
Park, June 23,  
2012 “Puss in  
Boots”**

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advertising, mosquitoes, and set-up. Members agreed to have the concession stand again this year. Members discussed purchasing a popcorn machine instead of using the Fire Departments. Members agreed to be at City Hall at 8pm to set-up.

Items members agreed to do:

- Starner – bring a canopy, request, pick up pop and water donations, set-up screen with video machine, talk to Vogel about spraying for mosquitoes.
- Peterson – pick up candy and pop corn for concession stand.
- Gleason – pick up Fire Department popcorn machine and drop off at City Hall.
- Thompson – advertising and staff reminder for Vogel to mow prior to the event.

No action taken.

**New Business**

**Reading in the Park**

Thompson introduced the agenda item. She informed members she has the list of readers and is waiting for confirmations from the requested readers. She mentioned 4 dates that are open for readers. She said the Hanover Elementary School sent home flyers on the summer programs.

Peterson informed the members that a flyer for the Knit in the Park program was sent home from the school. She said presently 15 children have signed up.

Peterson has the banners to post before the event.

No action taken.

**Bike Helmets**

Thompson introduced the agenda item.

Members discussed having a drawing at the Movie in the Park event.

Thompson suggested a drawing for a bike helmet at each event.

**New Business**

**Reading in the Park**

**Bike Helmets**

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Peterson agreed to make a drawing box and the slips.

Starner agreed to be an announcer at the Movie in the Park event. He will announce the drawing during the event.

Gleason will recruit family members to assist with the concession stand. Thompson will try and assist with the stand.

No action taken.

**Reports & Announcements**

**Reports &  
Announcements**

**Park Board Reports**

Thompson

- Thompson questioned staff if Vogel would be installing the sign for the sculpture or if the Park Board would need to make a placement recommendation. Herwig informed the members that staff would install without any required recommendation.

- Thompson informed the members the Tobacco-Free Policy has been posted. She said the policy was submitted to local coaches, teams, and programs in the area that will be using the parks/trails. She said that the members are enforcers for the policy.

McGunnigle

- No report.

Peterson

- Peterson informed the members she received banners from a vendor announcing that the summer programs are sponsored by the City of Hanover Park Board. Members discussed the placement of the banners prior to the events facing the shelter parking lot. Herwig will ask Vogel if he could install permanent hooks/holders for hanging the sign.

Starner

- Starner questioned if members would like to participate in the Hanover Harvest Festival Parade. He requested the item be added to the June agenda. He suggested member's brain storm for a creative idea to discuss at the next meeting. Members discussed ideas.

Gleason

- No report.

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**Liaison Report**

- Not present.

**Staff Report**

- 2012 Survey Update included in the agenda packet for members to review.

**Adjournment**

**MOTION** by McGunnigle, seconded by Peterson to adjourn the Park Board meeting at 8:13 p.m. Motion carried unanimously.

**Adjournment**

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**Lori Herwig, Secretary/Receptionist**