The virtual meeting was called to order at 7:01 pm by President Roger Cotner. Commissioners members: Present: President Roger Cotner, Secretary Aaron van Baal, Georgette Sass, and Jennifer Holland. Absent: Others: City Liaison Derek Gajdos and City Manager Pat McGinnis.

Those participating in the Introductions for live stream introduced themselves.

Cotner briefly outlined a few ground rules for the virtual meeting including the need for roll call votes.

Approval of Agenda: Sass moved to adopt the Draft Agenda which Holland seconded. Section D of New Business, a motion to authorize contracting for services related to removing leaves and debris from the road traversing the Park between Lake and Sheldon Avenues was removed from agenda. The motion to approve the agenda as amended carried 4-0 by roll call vote.

Public Comment: None

New Business:

A) Van Baal moved to approve the Use Application submitted by Lakeshore Visual Arts Collective for an artist trunk show in the Park, seconded by Holland. After a brief discussion concerning vendor parking and insurance the motion carried 3-1 by roll call vote with Sass opposed.

B) Cotner moved to authorize payment of Terry’s Tree Service’s invoice from August 2020 for downed and dangerous trees and limbs in an amount not to exceed $750 and Holland seconded. After a brief explanation, the motion carried 4-0 by roll call vote.

C) Cotner moved to authorize contracting Titan Landscaping for services and materials for erosion control along the North side of the Park drive just east of the Lake Street gate at a cost not to exceed $5,000, seconded by Sass. Gajdos informed the Commission that a Land Use Permit would be required for fill sand. After further discussion, the motion carried 4-0 by roll call vote.

D) After Sass clarified that she wasn’t looking for a new exclosure, but to move the already approved exclosure to a different area, Holland moved to authorize construction of another exclosure of place and size to be determined at a future date, which Sass seconded. Motion carried 3-1 by roll call vote, with Van Baal opposed.

E) Other New Business: None.
Approval of Minutes:

A) 08/18/2020

Van Baal moved that the minutes from the 07/21/2020 meeting be approved as circulated, which Holland seconded. The motion carried 4-0 by roll call vote. A copy of the approved minutes from 7/21/2020 meeting is attached.

President’s report:

Cotner updated the Commission concerning removal of dangerous trees and limbs, ongoing lawn mowing, Titan Landscaping’s mowing of the meadow as needed, information gathered from the July 27, 2020 Commission member walk thru of Duncan Park, replacement of existing guard posts including an update on post replacement from Holland, potential for future road maintenance, closing of select trails, debris removal off the road, red x’s on trees of unknown origin, and Dr. Locher’s Seed Bank project.

Report regarding Treasurers report and park maintenance:

Gadjos informed the City has not incurred any financial costs on behalf of Duncan Park since the last Commission meeting and that he will distribute the financial report to Commission members.

Old business:

A) Sass moved to take up from the table the motion to authorize the Commission’s participation in the Forest Steward Partnership at a cost to the Commission not to exceed $1500 and authorization of Georgette Sass to apply for, coordinate that participation, and to regularly report its progress and activities to the Commission, and Holland seconded. The motion to take last month’s motion from the table then passed, 4-0, by roll call vote. The Commission then considered the main motion regarding the Forest Steward Partnership. After discussing the project and the application process, the main motion carried 4-0 by roll call vote

B) Ben Savoie’s report on Duncan Park.

C) Sass informed the Commission on her ongoing pursuit of Compostable Dog Waste Bags having found a source for 2,000 units for roughly $200. Cotner moved to authorize the purchase of 2,000 biodegradable pet waste bags in an amount not to exceed $225, seconded by Sass. The motion carried 4-0 by roll call vote.

D) Exclosure – Previously discussed in New Business Section D.

E) Cotner reported that he confirmed with Taylor DeBauge that the Kiosk would be secured with footings and not a cement pad, to be installed tentatively a weekend in mid-October, 2020, and to be placed off the pad at a 45 degree angle accessible for all. Holland asked that the project include cedar shingles rather than asphalt shingles or metal and Cotner agreed to convey to DeBauge.

F) Other Old Business: None

Second Public Comment: None
Commissioners Comments:

Sass informed the Commission that the United Way Day of Caring will be held on September 18, 2020.

Holland requested the Commission create a calendar for Members to utilize together and will look into setting up a Gmail Calendar to that end and also touched on Facebook initiatives including fundraising.

The next scheduled meeting will be Tuesday September 15, 2020 at 7:00p.m. virtually via Zoom and Facebook Live unless notified otherwise.

Cotner adjourned the meeting at 8:57 pm.

Respectfully submitted,
Aaron van Baal
Secretary
These minutes were approved at the Commission meeting held on _______________________.

________________________________________
Aaron van Baal
Secretary