

**STAYTON PARKS AND RECREATION BOARD MEETING MINUTES**

**February 5, 2019**

**6:30 p.m.**

**Stayton Public Library  
515 N. First Avenue  
Stayton, OR 97383**

**ROLL CALL**

**Present:** Pam Pugsley – Chair, Dan Brummer, Richard Lewis, Cherie Peckfelder – Vice-Chair (6:31 PM arrival)

**Absent:** Patrick Mulligan

**Staff:** Lance Ludwick, Public Works Director  
Lisa Meyer, Administrative Assistant

**Guest(s):** Wayne Houghtaling & AJ Westlund

**CALL TO ORDER:** Ms. Pugsley called the meeting to order at 6:30 p.m.

**PRESENTATIONS / COMMENTS FROM THE PUBLIC**

Mr. Westlund commented on how he enjoys the walking trails at Wildlife Meadows. He was curious about the future development of Mill Creek Park and the trail connection. Mr. Ludwick explained that the plan is to connect the trails behind the middle school to Mill Creek Park. Mr. Westlund was encouraged to apply to the Parks and Recreation Board since there are currently two openings.

**REVIEW AND APPROVAL OF MINUTES**

Mr. Lewis made a Motion to Approve Minutes from December 4, 2018 (Attachment A), Mr. Brummer seconded. Motion Passed 3:0.

Mr. Brummer made a Motion to Approve Minutes from January 8, 2019 (Attachment A), Mr. Lewis seconded. Motion Passed 3:0.

**PARKS DEPARTMENT**

The Board reviewed the Parks Report provided by Bob Parsons (Attachment B).

**UNFINISHED BUSINESS**

**Mill Creek Park:** Consultants with AKS Engineering & Forestry presented the Mill Creek Park Conceptual Plan at the February 4, 2019, City Council Meeting. The City Council voted in favor of Resolution 986 which would authorize the City Manager to apply for an Oregon Parks and Recreation Department large grant this spring. Mr. Ludwick is checking into the possibility of hiring a grant writer. Mr. Brummer suggested that the City fund a grant writer as a regular position. Mr. Brummer noted that Oregon Wild may be able to assist with the grant. Mr. Lewis asked about having the park lit up at night so it can still be utilized.

**Replacement Merry-Go-Round at Pioneer Park:** The merry-go-round has been ordered and City staff plans to install it this spring.

**Other:** The Rotary has been working on clearing out the brush and adding chips to the trail that runs along the Salem Ditch and Norpac's property. The trail starts at Evergreen Avenue next to the Community Garden. The plan is to have a bridge at the west end of the trail for pedestrians to cross over the ditch and connect to Washington St. The Board noted that Norpac is a great community partner assisting with the trail and community garden.

### NEW BUSINESS

**Board Meeting Schedule:** Mr. Ludwick asked the Board if they would prefer to meet every other month or keep the schedule as it is currently. The Board agreed to keep the meetings scheduled monthly and cancel meetings as needed. Ms. Peckfelder made a Motion to change the meeting time from 6:30 p.m. to 6:00 p.m., Mr. Lewis seconded. Passed 3:0.

**Other:** Ms. Pugsley asked why the water level has been low in the Salem Ditch. Mr. Ludwick thought it had to do with maintenance and explained that North Santiam Water Control District controls the water level.

Mr. Brummer would like to see more native trees planted when replacing fallen trees in the parks.

Mr. Brummer thought there is a sidewalk hazard in front of the pool. Apparently water gets drained across the front sidewalk and freezes in the cold weather. Rock salt has been applied in the past. Mr. Ludwick will check into it.

Ms. Peckfelder noted that the restroom at Pioneer Park has been closed in the evening and thought it would normally be open. Mr. Ludwick check into it.

The group discussed how the Community Garden could be improved. Mr. Ludwick thought adding a soil amendment would be beneficial. Mr. Westlund advised that he has access to soil amendments and may be able to help.

### FUTURE AGENDA ITEMS

Welcome New Board Members

Soil Amendments for Community Garden

**ADJOURN:** Meeting was adjourned at 7:08 p.m.

Minutes prepared by Lisa Meyer, Administrative Asst.