

**REGULAR ANDOVER OPEN SPACE ADVISORY COMMISSION MEETING**  
**MARCH 9, 2016**  
**MINUTES**

The Regular Meeting of the Andover Open Space Advisory Commission was called to order by Acting Chairperson Kim Kovich at 6:27 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners present: Anna Dirkswager, Joy Faherty, Aaron Jarson, Kim Kovich, Jim Olson and Suzanne Van Hecke

Commissioners absent: Gretchen Sabel (participated in meeting via conference call)

Also present: David Carlberg, Community Development Director  
Kameron Kytonen, Natural Resources Technician

***OATH OF OFFICE FOR COMMISSIONERS KIM KOVICH, JOY FAHERTY, AND ANNA DIRKSWAGER***

Mr. Carlberg asked each Commissioner and staff to introduce themselves to the rest of the Commission.

Mr. Carlberg administered the oath of office to Commissioners Kovich, Faherty and Dirkswager.

***RESIDENT FORUM***

No one wished to address the Commission.

***APPROVAL OF MINUTES*** – October 14, 2015

***Motion*** by Commissioner Jarson, Second by Commissioner Olson, to approve the minutes of October 14, 2015. Motion passed 4-0 (Dirkswager and Faherty present).

***MARTIN'S MEADOWS MANAGEMENT PLAN***

Mr. Carlberg noted that an assessment of Martin's Meadows was completed by Jason Husveth the previous year and advised that language from that activity was included in the management plan. He noted that the final report from Mr. Husveth is attached to the management plan and was included in the packet. He explained that his involvement in the OSAC was in regard to the acquisition of property and noted that since that process has been completed the purpose of the Commission has now changed to management of the areas that have been acquired. He noted that while he would continue in some manner, Mr. Kytonen would be taking more of an active role to work with the Commission on the management of the open space areas.

Mr. Kytonen provided background information on the funds that were received for the management of Martin's Meadows. He briefly reviewed the management activities that have been completed and those that are scheduled to be completed this year.

Mr. Carlberg noted that one of the challenges with Martin's Meadows is that the public access is through the cul-de-sac on Navajo Street, however, the maintenance activity access is provided through the Luedtke family property to the south and therefore needs to be coordinated with

them. He explained that the City has an agreement with the Luedtke family for access and an easement was purchased with some of the grant funds the City received for the maintenance of this space.

Mr. Kytonen continued to review the activities listed for the open space area in the management plan.

Commissioner Dirkswager stated that she would be happy to make suggestions for the kiosks noting that she does have experience with her background with the DNR.

Acting Chairperson Kovich noted that perhaps an agenda item can be created for a future meeting relating to kiosks. He stated that the group should also perhaps consider creating five or ten year plans for the open space areas. He asked if staff has thought that far ahead.

Mr. Carlberg stated that Mr. Husveth would be reviewing the new Dalske property to complete an assessment for the open space area, which will be used to create a management plan. He noted that there would not be additional funds for long-term management plans. He stated that Martin's Meadows is the only site with identified funds to run a management plan.

Mr. Kytonen stated that the City did receive an extension for use of the funds and will have until June of 2017 to spend the remainder of the funds designated for Martin's Meadows. He stated that if the funds could not all be used within this site within that timeframe the City could possibly request to use some of the funds in another open space area.

Mr. Carlberg noted that once the management plans are completed the City could pursue additional grant opportunities in order to obtain additional funds for management. He noted that the tables and dates will be updated in the management plan and advised that additional dates will be added once the activities are completed. He noted that the visitors map would be updated and referenced the trail map, asking if that map seemed to be up to date. He confirmed that the trail map is correct and advised that he will print a large format of the trail map that will be placed in the kiosk.

Commissioner Sabel stated that perhaps the signage could be discussed at the May meeting, which would use a photo from each site, a map of all the open space areas, and would also reference positive messages for allowed activities. She thanked the Commission for allowing her to comment and listen via telephone and signed off from the meeting.

Commissioner Van Hecke stated that the open space area is accessible by canoe and stated that perhaps some maps be placed near that location. She noted that she had been in the open space when someone pulled up by canoe and she gave them her map as they were not aware of the layout of the open space.

Mr. Carlberg stated that it is also important to educate the public about these open space sites to make sure people know about the sites. He stated that blurbs had been placed in the newsletter before but noted that perhaps an article could be placed on the front page rather than in the back.

He advised that the City website was also updated as well which will assist in education of the public.

Acting Chairperson Kovich noted that it will also help that two of the open space areas are more user friendly and easier to navigate. He noted that Martin's Meadows has a lot of poison ivy and perhaps the areas where people may congregate should be treated.

Mr. Kytonen stated that he was unsure that management funds could be used for that purpose but noted that in-house spraying could occur. He noted that a flyer could also be placed in the kiosk, which identified poison ivy plants and warns users to be on the lookout.

Mr. Carlberg stated that it would be helpful to remove the poison ivy from the areas where people may congregate.

Commissioner Faherty referenced the hill where snowmobilers are still running their machines. She noted that the attempts that have been made thus far have not been successful and stated that perhaps split rail fence could be placed there.

Mr. Kytonen stated that staff has discussed placing an earth tone chain link fence at the base, but noted that it would be costly.

Mr. Carlberg noted that perhaps additional terracing could be done to detour the activity.

Acting Chairperson Kovich noted the item referencing bank stabilization of the Rum River and noted that would be costly and was not sure that would be the purpose of the Commission.

Mr. Kytonen confirmed that the Commission would not do much with the river, noting that the intent would be to keep that area natural. He stated that was a mention of Mr. Husveth during his assessment and noted that the item would most likely only entail natural plantings.

### ***OTHER BUSINESS***

Mr. Carlberg stated that the group will meet every two months, visiting an open space area prior to each meeting. He stated that the Commission will next meet at North Woods Preserve and noted that area is already pretty established and therefore there will not be much management needed.

#### ***a. Next Meeting: May 11, 2016***

It was confirmed that the Commission will meet at North Woods Preserve at 6:00 p.m. to tour the open space and then the regular meeting will follow at 7:00 p.m. at City Hall.

Commissioner Olson asked if staff is actively looking for funding sources for the management of the other open space areas.

Mr. Kytonen stated that staff has been pretty occupied working to spend the funds designated for Martin's Meadows. He noted that he is aware of funding opportunities that staff could attempt to pursue.

Mr. Carlberg stated that if there is a good management plan in place to review that will assist in possible grant applications.

Acting Chairperson Kovich confirmed that an item will be placed on the next agenda to discuss the signage. He confirmed that the following meetings for the year will occur in May, July and September.

Mr. Carlberg noted that also in May the Commission will discuss the plans for the Andover Family Fun Fest event.

***ADJOURNMENT***

***Motion*** by Commissioner Faherty, Second by Commissioner Van Hecke, to adjourn the meeting at 7:31 p.m. Motion passed 6-0.

Respectfully submitted,

David Carlberg  
Community Development Director

Drafted by:  
Amanda Staple, Recording Secretary