

REGULAR ANDOVER OPEN SPACE ADVISORY COMMISSION MEETING
MAY 11, 2016
MINUTES

The Regular Meeting of the Andover Open Space Advisory Commission was called to order by Chairperson Gretchen Sabel at 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners present: Anna Dirkswager, Joy Faherty, Aaron Jarson, Kim Kovich, and Suzanne Van Hecke
Commissioners absent: Jim Olson
Also present: David Carlberg, Community Development Director
Kameron Kytonen, Natural Resources Technician

OPENING STATEMENT

Chairperson Sabel announced that the Commission did not tour the North Woods Preserve open space prior to this regular meeting because of the rainy conditions. She noted that the Commission did meet at City Hall to review aerial photographs of the site.

RESIDENT FORUM

No one wished to address the Commission.

APPROVAL OF MINUTES – March 9, 2016

Motion by Commissioner Kovich, Second by Commissioner Jarson, to approve the minutes of March 9, 2016. Motion passed 5-0 (Sabel present).

NORTH WOODS PRESERVE MANAGEMENT PLAN

Mr. Carlberg provided a historical overview of the North Woods Preserve area. He reviewed current conditions including a map of the land cover types and a summary of the management tasks. He stated that there is not currently funding available to complete the future management tasks.

Mr. Kytonen stated that the costs listed for each management task were fairly general estimates for a two to three year period. He provided additional details on the future management tasks, noting that there was not work completed in 2015 because of the lack of funding.

Mr. Carlberg provided additional information on the existing and future access points into the open space area.

Mr. Kytonen stated that staff will work with the City's GIS consultant to create accurate trail maps for the open space.

Commissioner Dirkswager asked if the Commission had thought about thinning the pine trees to make the trees that would remain healthier. She asked if there would be a group that would do the work pro bono.

Mr. Carlberg stated that because the area is large, approximately three to four acres, he would prefer to have a contractor complete the work. He noted that Mr. Kytonen is working with Great River Greening to determine if some of the funds from Martin's Meadows could be moved to this area.

Chairperson Sabel stated that perhaps there is a forest management class in the area that could be utilized. She noted that the University of Minnesota has a program.

Mr. Kytonen stated that he could reach out to some of those groups.

Mr. Carlberg confirmed the consensus of the Commission to add thinning of the pine trees to the management tasks.

Commissioner Van Hecke stated that some high school groups complete buckthorn removal as some of their projects and noted that perhaps that would be a volunteer option.

Commissioner Kovich referenced the second paragraph of the access section on page seven of the Management Plan and recommended to strike the last sentence of that paragraph.

Mr. Carlberg noted that Mr. Kytonen walked the trails in Martin's Meadows with GPS in order to create a very accurate map and would do the same for North Woods Preserve in order to create an accurate map for this space as well. He stated that in regard to trails, staff believes that there are a sufficient number of trails but they can be improved with woodchips and also maintained by mowing them. He confirmed that staff will work with the Parks Department to add the signs recommended by Commissioner Jarson. He summarized additional information regarding trails and signage.

Commissioner Kovich asked that poison ivy be added to the management task titled "manage invasive species".

Mr. Carlberg continued to review the Management Plan noting the priorities of the management tasks and welcomed discussion on whether the priorities should be amended.

Chairperson Sabel noted that the prairie restoration should be removed and replaced with maintain the health of rare plant species as identified in the recommendations from Jason Husveth.

Mr. Carlberg stated that he and Mr. Kytonen would work to update the Management Plan to incorporate the comments and recommendations from Mr. Husveth and the input from the Commission tonight.

KIOSK SIGNAGE

Mr. Carlberg provided paper drafts and examples of potential signage that could be installed in the kiosk.

Chairperson Sabel explained that the language used is positive but still lists the things that should or should not be done in the open space areas.

Commissioner Van Hecke commented that she likes how there is a little blurb about the property and that it also lists the rules for the open space areas.

Mr. Carlberg stated that there is sufficient space for this additional signage in the kiosk but noted that the group would need to decide who would have the time to design the signage.

Commissioner Faherty noted that she has a graphic design background and would be willing to participate in creating the signage and helping with the handouts as well.

Mr. Carlberg noted that perhaps a subcommittee should be formed for this item.

Commissioner Van Hecke asked where there should be information included about the people that sold the land and it was determined that information would not be included. The Commission noted that if a person donated land to be used as open space a blurb could then be included for that space.

It was determined that Mr. Kytonen would work with Chairperson Sabel and Commissioners Faherty and Van Hecke to create the kiosk signage.

PLAY CLEAN GO SIGNAGE

Mr. Carlberg stated that Donna Aasness was able to secure a Play Clean Go sign from her work with the Minnesota Extension Service. He noted that he followed up with the organization and has been told that they could have two signs that could then be installed at Martin's Meadows and North Woods Preserve. He noted that they could pay for an additional signage for an estimated cost of \$80. She stated that they can either select the items that they would like on the sign or the organization can choose items that are specific to this area. He confirmed the consensus of the Commission to secure the two free signs and attempt to purchase two additional signs, if he can find appropriate funds, so that signs could be installed at each of the four open space areas.

ANDOVER FAMILY FUN FEST

Mr. Carlberg reported that the event will be held on July 8th and 9th, noting that the Commission will not meet again until after the event. He stated that he would email out a signup sheet for the Commission to volunteer to staff the booth at the event. He stated that he will develop the materials that will be needed for the event and the Commissioners will simply need to volunteer for a timeslot to staff the booth.

Commissioner Faherty stated that she is not certain yet as to whether she will be on vacation at that time but will volunteer and can alert staff if she will be unable to attend.

Chairperson Sabel stated that she will be out of state on vacation and will be unable to volunteer.

Commissioner Kovich, Van Hecke, Jarson, Faherty, and Dirkswager volunteered for specific time slots.

OTHER BUSINESS

a. Next Meeting: July 13, 2016

Noted.

ADJOURNMENT

Motion by Commissioner Dirkswager, Second by Commissioner Faherty, to adjourn the meeting at 8:15 p.m. Motion passed 6-0.

Respectfully submitted,

David Carlberg
Community Development Director

Drafted by:
Amanda Staple, Recording Secretary