



# CITY OF GILLETTE

Public Works  
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**CITY OF GILLETTE  
PARKS AND BEAUTIFICATION BOARD  
MINUTES  
MARCH 9, 2017  
5:30 P.M.  
PUBLIC WORKS CONFERENCE ROOM**

**MEMBERS:**

**PRESENT**

	<u>(YES)</u>	<u>(NO)</u>
Glen Asay, Chairperson	(X)	( )
Rollo Williams, Vice-Chairperson	( )	(X)
Kyle Ferris	(X)	( )
Adrian Gerrits	( )	(X)
Megan McManamen	(X)	( )
Matt Stroot	(X)	( )
Robin Voigt	(X)	( )
<b>Meeting Quorum:</b>	<b>(X)</b>	<b>( )</b>

**STAFF:**

Dustin Hamilton, Director of Engineering and Development Services  
Janie Kuntz, Parks Manager  
Kim Klein, Senior Administrative Assistant

**GUEST:**

Felicia Messimer, Marketing Specialist, Community Relations, CCMH

**I. CALL MEETING TO ORDER**

Chairperson Asay called the meeting to order at 5:30 p.m.

**II. APPROVAL OF MINUTES**

Mr. Ferris made a motion to accept the minutes from February 9, 2017. Ms. McManamen seconded. All members voted Aye. Motion passed.

**III. PUBLIC COMMENT**

None

**IV. NEW BUSINESS**

**A. McManamen Viewing Platform – Mr. Hamilton**

Mr. Hamilton, Director of Engineering and Development Services showed a presentation to the Board concerning the possibility of rebuilding a handicap accessible viewing platform at McManamen Park. The money for this move would come from a grant from Ducks Unlimited, with a match by the Council. Two different locations were discussed. Overgrowth areas would need to be thinned, if the platform is moved, and the Eagle Scouts would be willing to assist the City with this process. The Board agreed by consensus that they liked the location of the viewing platform that is nearly 250 feet closer to the lake. The City also has the potential for a Spotting Scope Grant with the help from U.S. Fish & Wildlife.

## **B. Dog Park Letter**

In the Board's packet, was a letter that Director Wilde had received from the GDOG group. The letter outlined the group's priorities for improvements, as well as a three-year conceptual plan for the park. Ms. Kuntz reviewed the letter with the Board, and asked how they wanted to proceed. The Board felt that it was appropriate to respond to the GDOG group in writing. Mr. Asay will draft a letter to be discussed at the next meeting.

## **C. Joint Meeting Date with KGB**

KGB will join the Parks Board at their next meeting on March 23, to discuss the continued planning of the Trash-A-Thon.

## **V. OLD BUSINESS**

### **A. Trash-A-Thon Planning**

Planning continued for the Trash-A-Thon. Ms. Kuntz reported that the tipping fees have been waived for the event.

## **STAFF REPORT**

### **A. Photo Contest**

Ms. Kuntz advised the Board that photos can be submitted until March 15<sup>th</sup>. Board members Ferris, Stoot, and Voigt will be judges for this round, and Dana Miller will be the Arts Educator.

## **VI. CHAIRPERSON'S/BOARD REPORT**

**None**

## **ADJOURNMENT**

This meeting was adjourned at 6:21 p.m.

**RESPECTFULLY SUBMITTED,**

Janie Kuntz  
Parks Manager

JK/kk