

**MINUTES St. Croix Bike & Ped Trails Coalition Board of Directors
Town of Somerset Town Hall, April 11, 2018, 6:30 p.m.**

Items in Italics (5, 6, and 7) Added from Communications Committee Meeting

CALL TO ORDER – André Johnson, Chairperson, called the meeting to order at ~ 6:30 p.m.

STATEMENT OF PUBLIC NOTICE – The agenda was posted at the Town of Somerset Town Hall and on the Coalition web site.

ROLL CALL - Board members present were Susan Heuser, André Johnson Pam Kaiser, Dave Mandel (until ~7:45 p.m.), Mark Vanasse, Marian Webber and Tim Witzmann. Board members Mark Gherty and Andrew Lamers were absent. Alternate Board members Susan Stepka and Ruth Steiner were also present. Robbie Krecji (until ~7:45 p.m.) and Warren White were the speakers for the evening. Others present were Jim Heebink, Ben Heuser, Gary Knutson, Bill Lawson, Kyle & Janet Lindstrom, Jim Peirson, Doug Plourde, Neil Plourde, Jim Remington, Ed Schachtner, Jim Webber and others most of whom left the meeting shortly after the Landing Hill trail possibilities presentation.

ADOPTION OF AGENDA - A **motion** (Marion Webber, Steiner) to adopt the agenda as presented. **Carried** with no opposition.

PUBLIC COMMENT – Opportunity for comments on subjects not on the agenda when recognized by the presiding officer. There were no public comments.

APPROVAL OF PRIOR MEETING MINUTES – March 14, 2018 – A **motion** (Witzmann, Vanasse) to approve the March 14, 2018, minutes. **Carried** with no opposition.

ITEMS for discussion and/or action

1. Warren White’s final report regarding the Stage 1 study of trail possibilities in the Landing Hill area along Hwy 64 between County V and County VV.

- A. **Krejci, St. Croix County’s Highway Commissioner, presented an overview of the County bike and pedestrian plan** adopted May 2, 2017, with emphasis on the Priority 4 part of the plan which includes the Landing Hill portion of Hwy 64. Some of the points he noted follow.
- i. Detailed why this corridor was identified as an important connection in the plan, i.e. a critical connection to the communities of Somerset and New Richmond as well as trails in Polk County (the Gandy Dancer and Stower Seven Lakes), a part of the St. Croix Mississippi River Corridor and identified in the WisDNR Trail Plan.
 - ii. Indicated both sides of Hwy 64 had been studied as the plan was created, highlighted issues that affected the plan selection for this area (many of which were detailed during White’s discussion) and acknowledged that this section of trail is extremely challenging to deal with.
 - iii. Emphasized that the County plan (containing analysis, recommendations and cost estimates) is a planning level study meaning more consideration and analysis will be necessary before a trail can be built in the Landing Hill area and anywhere across the system.
 - iv. Noted each priority designation will benefit greatly from preliminary engineering studies to identify additional challenges as they may occur and to refine the accuracy of the cost estimate.
 - v. Indicated property owner contact across the County will occur during discussion of trail implementation in a particular region and consideration of additional information gathered to actually build a trail.
 - vi. Indicated state legislative action approximately 2 years ago that does not allow municipality condemnation of property for trail use.

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In addition, Krecji added information about the County's wayfinding (signage) plans and briefly discussed the Community Development Committee's proposal to get two portions of bike trails in the plan that required minimal expenditures signed and painted. He added the proposal must be approved by the County Board before the work can be completed.

- B. White presented his findings on the Landing Hill trail possibilities in depth.** Some of the points he noted follow.
- i. Analysis is based on three criteria – 1)Safety, 2)User Experience, and 3)Cost.
 - ii. Discussed pros and cons and cost estimates of the County plan details in addition to 4 identified trail proposals based on in depth analysis of the area - 2 on the Rivard Stone side of Hwy 64 and 2 on the St. Croix National Golf Course side of Hwy 64.
 - iii. Details provided for each of the five trail segments included
 - a) Safety Scores – intersections, bridges, township roads, slopes and mining/OSHA requirements & heavy equipment use on the Rivard Stone side of the Hwy.
 - b) Experience Scores – in the woods, along the freeway.
 - c) Length of each trail segment and construction estimates associated with 12 foot wide trails, more than the County plan recommendations of 10 foot wide trails.
 - d) Possible land acquisition/easement costs.
 - e) Unit costs used in the estimates for construction materials, retaining walls, painting, easements, etc. to use as comparison figures.
 - f) WisDOT requirements for trails in their right of way, i.e. distance from the fog line, fencing, drainage management, etc.
 - g) Detailed slides showing slope specifics for several sections of the trail segments being discussed.
 - iv. Cited steps needed to move forward with implementation – select which side of Hwy 64 is the preferred side to locate a trail, manage drainage along Hwy 64, locate resting benches if desired/necessary, manage wayfinding and traffic along roads and bridges, WisDOT approval of plans and financing.

White answered questions from meeting attenders as the presentation proceeded, sometimes in conjunction with Krecji. The discussion was well received and the Coalition will proceed toward completing Stage 1 of this Landing Hill trail study.

A brief recess was taken before meeting resumed.

REPORTS - from subcommittees and/or individuals about information gathered for the Board of Directors Communications Committee – Witzmann discussed both the Community Ed classes and the St. Croix County led proposed bicycle summit as items the Communication Committee is currently working on. Other items for discussion were on the agenda for consideration.

Financial Report – Vanasse discussed the March Financial Report indicating very little activity. There were no questions.

Healthier Together – Susan Heuser reported details of the Bike to School Day, to be held at participating schools in St. Croix and Pierce Counties on May 9th, are being finalized by the Healthier Together committee.

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Hwy 64 Trail Corridor Committee – Johnson reported the Committee had met in February in joint session with the Board of Directors to hear reports regarding the Landing Hill Stage 1 study. The Committee will meet again on April 16th to make a recommendation to the Board of Directors about how to proceed with the Stage 1 study findings.

Bench Project – Susan Heuiser reported that grant applications currently on file with various granting entities will reach their award dates in late April into mid-May and details will be available then about how much more fund raising will need to occur to meet the project goal. The Coalition has strong partners also working on fund raising for this Houlton Community Art Bench project to be located in the Trailhead of the Loop Trail.

Others that may be available – No other reports were available.

ITEMS for discussion and/or action (continued)

2. Helmet Donations – General Policy and Bike to School Day – Discussion about the topic centered on whether to donate helmets to every school participating in Bike to School Day on May 9th OR just to the Somerset Middle School's event. It was noted the Somerset Lions Club provides partial funding for the helmets the Coalition donates. A **motion** (Witzmann, Vanasse) to donate 6 helmets to the Somerset Bike to School Day event. **Carried** with no opposition.
3. Authorization to Pay Yearly Liability Insurance Fee – Susan Heuiser indicated that a premium notice for the Coalition's liability insurance was expected imminently, that the fee last year was \$250 and that the date of payment could be before the next Board meeting. A **motion** (Vanasse, Witzmann) to authorize payment of up to \$300 for liability insurance. **Carried** with no opposition.
4. Annual Meeting Details -
 - A. Approval of Various Reports – A **motion** (Vanasse, Witzmann) to approve the Communications Committee White Paper, the Highway 64 Trail Corridor Committee White Paper and the 2017 Financial Report for inclusion in the Annual Report. . **Carried** with no opposition.
 - B. Approval of Annual Report for 2017 – A **motion** (Witzmann, Marian Webber) to approve the 2017 Annual Report. **Carried** with no opposition.
5. Authorization to Pay Warren White's Invoice for Stage 1 of the Landing Hill Study of Hwy 64 – This agenda item was sent to the Board of Directors after publication of the April 11th agenda. A **motion** (Vanasse, Marian Webber) to pay Warren White's invoice for Stage 1 of the Landing Hill trail study for \$3500 when the invoice arrives. **Carried** with no opposition
6. giveBIG SCV advertisement - This agenda item was sent to the Board of Directors after publication of the April 11th agenda. Johnson discussed details of this United Way program indicating that, though the Coalition had opted not to participate in 2018, advertising the opportunity on the Coalition's outreach platforms might be considered. Discussion centered around the area of the St. Croix Valley covered by this program and that it might not be an active program in St. Croix County. Witzmann voiced the concern of several Board members that this message might not be appropriate for the Coalition's email distribution lists. White commented that he has worked with this program in St. Croix Falls and that it is necessary to advertise your organization if any significant funding is to come from the program. A **motion** (Johnson, Witzmann) to get out to the Coalition's [email lists and] **{NOTE: the italicized portion of the original motion was eliminated by the amendment to the motion.}** social media platforms information about the giveBIG SCV project. A **motion** (Witzmann, Steiner) to amend the original motion to exclude the email lists from the information sharing. Both motions were voted on at once. The amended motion **carried** with no opposition.

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7. *Goals and Objectives Update Recommendations* - This agenda item was sent to the Board of Directors after publication of the April 11th agenda. Witzmann detailed the changes that had been made to the October 14, 2015, Goals and Objectives document that guides Coalition actions. There was an elimination of the goal to support the update of the County's bike and pedestrian plan since the plan has been adopted. There was a recommendation to focus on a formalized communication plan, expanding membership and establishing a funding/support stream. Other minor, grammatical in nature amendments were also proposed. A **motion** (Vanasse, Marian Webber) to change goals and objectives as recommended. **Carried** with no opposition. The Communications Committee will consider the focus items further and make recommendations to the Board at a later date.
8. *Outreach Efforts* – Susan Stepka provided details of the Hudson Community Ed class led by Board member Mark Gherty in his absence. The fourteen participants enrolled received considerable information about multiple facets of bicycling. Stepka indicated the class was well received. The New Richmond Community Ed class was canceled due to low registration. The effectiveness of this kind of outreach will be discussed at future Communications Committee meetings.

Stepka also discussed an opportunity to present trail information to an organization in the Roberts/Hammond area. The Communications Committee will discuss the options at a future meeting.

Johnson indicated interest in encouraging trail patrons to use the Polk County trails, the Gandy Dancer and Stower Seven Lakes, as non-motorized trail issues continue to be an issue in that county and state wide.

At various time during the meeting, Steiner discussed details of press releases as informational tools about Coalition activities/events. The Communications Committee will discuss the options at a future meeting.

9. *Set next meeting date – May 9, 2018* – The **next meeting** date was set for **May 9, 2018**, at the Town of Somerset Town Hall at 6:30 p.m.

ITEMS FOR NEXT BOARD of DIRECTORS AGENDA – Finalize Stage 1 of Landing Hill Study, giveBIG SCV details for 2019, General Policy Regarding Helmet Distribution, i.e. Fund Raisers, Special Events, etc., Authorization of Tasks for the Summer

ITEMS FOR NEXT COMMUNICATIONS COMMITTEE AGENDA – Formalize a Communications Plan, Expand Membership and Establish Funding/Support Stream, Evaluate Community Ed Classes as an Outreach Tool, Consider Updating Material for a Speaker's Bureau as an Outreach Tool, Promoting Use of Polk County Trails, Press Release Policy Creation

ITEMS FOR NEXT HWY 64 TRAIL CORRIDOR COMMITTEE AGENDA – Recommendation Regarding Landing Hill Trails Proposal

ITEMS FOR NEXT COALITION AGENDA – Annual Report Review, Vote for Three Board of Directors Seats

ADJOURNMENT – A **motion** (Vanasse, Marion Webber) to adjourn. **Carried** with no opposition at ~ 8:40 p.m.

Respectfully Submitted,
Susan Heuiser, Secretary