

CITY OF MILBANK
BICYCLE PEDESTIAN TRAILS COMMITTEE
MEETING MINUTES

A meeting of the City of Milbank, Parks and Recreation Board – Bicycle Pedestrian Trails Committee was held on the 20th day of September 2022 at 6:00 p.m. via Zoom.

- Members Present: Eric Pulling, Rhonda Preller, Heidi Wellnitz, Mindy Rogers
- Non-Members Present : Dan Keyes
- Members Absent: Erek Holmquist, Susan Karels, Ryan Waterfall, Boyd VanVooren

1. Call to Order

- The meeting was called to order at 6:04 p.m.

2. Approval and Adoption of Agenda

- The agenda was approved and adopted with no changes.

3. Public Participation Non-Agenda Items

- None

4. Information/Discussion

4.1.1 Community Master Trail Plan: Meeting with Todd Kaye, 1st District Association of Local Government, Scope of Work - Trails Master Planning Services.

- Todd Kaye began the meeting by introducing himself and provided the Bike/Ped Trails Committee (Committee) with information about the scope of services provided by 1st District, as well as briefly discussed 1st District's long history working with the City of Milbank. He also talked about the available state trail grant programs and provided associated information such as cost and processes. During his presentation, he covered in detail the process involved in the development of a master trails plan, which would include items such as the identification of existing and new trails, manage the visioning process, develop cost estimates and handle public outreach
- Dan Keyes asked questions about the public outreach process, as it was deemed very important by the Committee and was not included in the preliminary scope of work provided to the Committee by 1st District.
- Todd Kaye provided an explanation and assured the committee that the final proposal would include the public outreach process and contain much more detail.
- Rhonda Preller had questions about funding for trail construction.
- Todd Kate recited the names of a small group of trail funding opportunities both public and private and indicated that 1st District write grants at no additional charge, since the City of Milbank is a participating member.
- Todd Kaye asked the Committee what they thought their timeline was?
- The immediate reaction of certain members of the Committee was the expectation that the project including construction could be completed in a relatively short period of time.
- Todd Kaye stated that the development of Master Trail Plan for Milbank could take as long as a 12-18 months.
- Heidi Wellnitz believes the public input process is important but is concerned about the length of time.
- Both Dan Keyes and Todd Kaye talked about community trail development and how it can take years to achieve certain goals.
- Mindy Rogers had questions about planned allocations for trail development in the FY23 budget process.
- Todd Kaye responded by providing the Committee with plausible timing and budgeting scenarios with all indicators being that trail construction probably would not start until FY24.

- Eric Pulling said this was a good time to start and provided the Committee with examples of what the community has managed to accomplish in the past.
- Todd Kaye talked about trail development needing to consist of regular, consistent action and talked about possible incentive programs.
- Dan Keyes has questions about the review and approval process related to the funding necessary to move forward with the planning process.
- Mindy Rogers strongly supports the required process.
- Todd Kaye will move forward and speak with the City Administration about the funding with the goal of moving ahead as early as mid-October. In the mean-time Todd Kaye will develop a detailed scope of work and get it to Dan Keyes by Monday, September 26, 2022 at which time Dan Keyes will forward to all members of the Committee.
- Eric Pulling will email Todd Kaye the existing trails map information.
- Rhonda Preller discussed timelines and long-term planning.

5. Next Scheduled Meeting

- Monday, October 17, 2022 at 6:00 pm at Unity Health and Fitness

6. Adjournment

- 6:53 p.m.

Minutes completed and submitted by: Dan Keyes, Park and Recreation Manager

Brian Sandvig, Park & Recreation Board President: _____

Dan Keyes, Park & Recreation Manager: _____