

Park & Recreation Committee  
March 27, 2023 Agenda  
5:30 p.m.

1. Park & Recreation Committee – 5:30 p.m. – March 27, 2023
2. Disc Golf Request – Eric Jenneke
3. Sale of sprayer & purchase of chemical skid sprayer.
4. Purchase of Wide Area Mower
5. 2023 Street Project, Park & Camping Discussion.
  - A. City Engineer Memo
  - B. MDH Regulations -  
<https://www.health.state.mn.us/communities/environment/mhprca/rcagenreq.html>
6. Discuss any Swimming Pool item that might need attention. (Nothing identified at time publication)



The Park & Recreation committee met on Monday, January 23, 2023.

**Members Present:** Councilors Josh Broadwater and Dave Frank.

**Members Absent:** None.

**Others Present:** Shane Fox, Brian Burkholder, Joel Young

**Shady Oak Park:** The Committee discussed how the upcoming street project might impact the park. A sidewalk to the park isn't a high priority because of the limited amount of traffic on those two streets. Consensus is to move camping out of Shady Oak Park. Suggestions included developing campsites at the horseshoe pits or the old cement plant. Discussion was to create about four sites. A dump station could be placed at the lift station in Mill Creek Park but water would be needed. In the end, the main decision of the Committee is that Shady Oak will remain a park and campsites should be removed from the park. As for when to purchase new playground equipment, a pavilion or any other amenity, those improvements will come when they can be worked into an improvement budget.

The Park & Recreation committee met on Wednesday, February 15, 2023.

**Members Present:** Councilors Josh Broadwater and Dave Frank.

**Members Absent:** None.

**Others Present:** Joel Young

**Groen Park Bridge Project:** The committee reviewed the information provided that showed the lead time for taking delivery of the bridge is approximately a year. The completion date for the grant is June 30, 2024, however, the State has said that there is an option to extend the grant if necessary. Ultimately, the committee decided to recommend that the city council order the bridge at their next meeting.

**Shady Oak Park Grant:** The committee decided to not submit a grant application for park improvements because the park reserve fund is likely to be depleted after the bridge project is complete.

**Camping:** The Committee discussed the fact that they need to identify a location for three or four campsites. Staff was asked to get a rough cost estimate from the city engineer in regards to placing some sites at the horseshoe pit area of Mill Creek Park and to place this item on future agendas of the Park & Rec Committee.

## Joel Young

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**From:** Eric Jenneke <jenneke.eric@gmail.com>  
**Sent:** Tuesday, March 7, 2023 3:01 PM  
**To:** Joel Young  
**Subject:** Summer recreation disc golf program

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello my name is Eric Jenneke,

I am trying to get as much interest as possible for a summer recreation disc golf program. I talked to LuAnn Klevan whom is the person who takes care of the summer recreation programs here in Chatfield. She told me that last year they had a program and 10 kids signed up. I think 10 kids is great, but I think we can get more interest into the program. I asked LuAnn about getting a sponsorship put together that would draw in more interest. She was all for getting a sponsorship. Since I got the approval from LuAnn I went to Sports Headquarters in Rochester. Sports Headquarters is the largest disc golf retailer in southeastern Minnesota. They said they are all for getting their name out there for sponsorship. They would like to put a banner out that has their business name on it during the duration of the program. The banner would be the size of the teebox by hole one. Having a banner out during the duration of the summer recreation program would allow it to be seen by a lot of players. Not just the children in the program but also people who throw there for leisure play. Right now I am not sure how long the program would be or when it starts. I am going to try to get it runned in the month of June to middle of July or just in June. I am trying to get approval from the city to get this sponsorship going. The consideration would be great.

Thank you for your time,  
Eric Jenneke

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INTEROFFICE MEMORANDUM

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**TO:** Park & Rec Committee  
**FROM:** Brian Burkholder, SCS  
**SUBJECT:** Sale of Old Sprayer  
**DATE:** 3/17/2023

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**Action Requested:** Looking for your consideration on selling our old chemical sprayer on the Public Surplus site dependent on new purchase.

**Background:** Dan and I are looking to sell our current chemical sprayer depending on approval of a new sprayer.

We have had this sprayer for many years using it to spray curb lines, inside hockey rink etc. but not for commercial lawn spraying. Since it is old and has been modified some, I/we believe this sprayer will not be adequate in what Dan would like to accomplish and that is why we are looking to purchase a new and updated sprayer.

Since we now have the capability to spray our own properties and cut costs, I recommend selling our old sprayer and purchasing a new sprayer so Dan can accomplish his work effectively.

Thank you for your time,  
Brian Burkholder







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INTEROFFICE MEMORANDUM

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**TO:** Park & Recreation Committee  
**FROM:** Brian Burkholder, SCS  
**SUBJECT:** Purchase of Lawn Applicator equipment  
**DATE:** 2/9/2023

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**Action Requested:** To consider the purchase of a chemical sprayer and walk a walk-behind spreader versus contracting the work reducing budgets by roughly \$5,600 annually.

**Background:** Dan has been looking into the purchase of a skid sprayer for applying chemical to all properties for weed control and a walk behind spreader for fertilizer. Dan attended a home show as well as getting quotes on a variety of vendors including Hammel's, Napa, Fleet Farm, Fimco, Tractor Supply.

Dan narrowed it down to a skid sprayer for the back of the John Deere Gator. Also, could use the Toolcat for a back up if needed. We chose the gator option due to the distance of travel and it is also used much less before June and after Sept. during flower watering season.

FIMCO Sprayer- Fleet Farm- 65 gal. for \$900.00. NAPA- 45 gal. for \$890; FIMCO-45 gal.

Enduraplas Sprayer- Field Boss Ecolite- 60 gal, 7gpm, 180 lbs., 50' reel, elect pump, 12' boom \$2,981; Purchase through Hammel's

Enduraplas Sprayer- Field Boss 365- 60 gal., 4hp Honda eng., 22.5 gpm, 50' reel, 12' boom. \$3,405. Purchase through Hammel's.

Dan believes that the Enduraplas Field Boss 365 sprayer would be the best option to suite his needs and parts are available at Hammel Equipment if needed. Dan will be also purchasing a walk-behind spreader for fertilizer applications. Our plan is to purchase this equipment out of the Parks (Tool & Equipment fund) but will put this over budget for the year. We also plan add the sprayer to the Parks Capital Plan with a replacement of 8 years.

Thank you for your time,  
Dan Funk  
Brian Burkholder





### Fimco Utv sprayer

Electric 4.5 gpm pump, 12' boom, 87lbs, 25' spray hose

Fleet Farm - 65 gallon tank - \$900.00

Napa - 45 gallon tank - \$890.00

Fimco - 45 gallon tank - \$930.00



## Field Boss® EcoLite

4.7 star rating [10 Reviews](#)

The Field Boss® EcoLite allows you to control your pump from your seat. Users can attach an Enduraplas® boom in minutes. If you're looking for a quiet, efficient pump option, the EcoLite provides 12-volt pump performance.

60 Gallon, 7 gpm electric pump, 180 lbs, 50' hose reel, 12' Boom



# HAMMELL EQUIPMENT, INC.

P.O. Box 488  
Chatfield, MN 55923  
Phone: (507)867-4910  
Fax: (507)867-4442

www.hammellequipment.com

P.O. Box 326  
Rushford, MN 55971  
Phone: (507)864-2845  
Fax: (507)864-7025

SOLD TO  
01867 CITY OF CHATFIELD  
21 S E SECOND ST.  
CHATFIELD, MN 55923

SHIP TO

Sold By: 60 PO #: ECOLITE SPRAYER Date 3/22/23 QUOTE Q010318  
Ship By: Tax #: 7316521 9:15:45 PRT: 2 Open

Tax	D	Qty	Description	Price	Amount
			with soleniod and agitation 60 gal		
			PARTS MISC		
1		1	ECOLITE SPARAYER	2542.50	2542.50
1		1	12 FT BOOM	438.75	438.75
			** TOTAL PARTS MISC		2981.25

\*\* SUBTOTAL 2981.25

X Charge Sale

Phone: (507)867-3810

PAY THIS  
AMOUNT

\$2981.25

RETURNS: NO RETURNS 30 DAYS AFTER DATE OF INVOICE. ALL PARTS RETURNED MUST BE ACCOMPANIED BY INVOICE AND MUST BE IN ORIGINAL PACKAGE. 20% RESTOCKING FEE ON ALL SPECIAL ORDERED PARTS.



## Field Boss® 365

4.4 star rating [27 Reviews](#)

This UTV sprayer was engineered to slide into the box of a utility vehicle. Because of its high-volume pump, boom spraying is an easy job for this sprayer. It also includes built-in forkable points for easy handling.

60 Gallon, 4 hp Honda engine with 22.5 gpm pump, 50' hose reel, 185 lbs, 12' boom, swing arm controls

Dahl Farm Supply - \$2551.50  
Albert Lea, MN + \$497.25 - Boom  

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\$3,048.75



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Phone: (507)864-2845  
Fax: (507)864-7025

SOLD TO  
01867 CITY OF CHATFIELD  
21 S E SECOND ST.  
CHATFIELD, MN 55923

SHIP TO

Sold By: 60 PO #: FIELD BOSS 365 Date 3/22/23 QUOTE Q010317  
Ship By: Tax #: 7316521 9:15:12 PRT: 2 Open

Tax	D	Qty	Description	Price	Amount
			with soleniod and agitation 60 gal 60 gal		
			PARTS MISC		
1		1	365 FIELD BOSS	2966.25	2966.25
1		1	12 FOOT BOOM	438.75	438.75
			** TOTAL PARTS MISC		3405.00

\*\* SUBTOTAL 3405.00

X Charge Sale

Phone: (507)867-3810

PAY THIS  
AMOUNT

\$3405.00

RETURNS: NO RETURNS 30 DAYS AFTER DATE OF INVOICE. ALL PARTS RETURNED MUST BE ACCOMPANIED BY INVOICE AND MUST BE IN ORIGINAL PACKAGE. 20% RESTOCKING FEE ON ALL SPECIAL ORDERED PARTS.

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INTEROFFICE MEMORANDUM

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**TO:** Park & Rec Committee  
**FROM:** Brian Burkholder, SCS  
**SUBJECT:** John Deere WAM Mower Replacement  
**DATE:** 3/17/2023

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**Action Requested:** Looking for your consideration and approval for the replacement of our 2020 John Deere Wide Area Mower.

**Background:** Our current WAM mower is on a 4-year replacement plan and will be up for replacement by June 2024.

Since ordering a new replacement is currently out a year or so, Dan has been looking into trade and replacement costs ahead of time. As of now, the orders are full for 2023 and would need to wait until approximately June-July for 2024 pricing and then get on the order list.

2 quotes that Dan is working on are from Midwest Machinery (SEMA) and Preston Equipment. Midwest provided a quote but is guessing an increase of \$5,000 for 2024 price increases. Preston equipment will not provide a quote until around June-July time frame.

Dan did look at other options, but pricing is higher than what we currently have and taking into consideration the importance on availability for parts and repairs.

Our current Park Capitol Goods Plan shows \$32,888 for 2024.

If the June-July quotes come back below or close to the Capital Plan number, we would like your approval to place our order to be received in 2024.

Thank you for your time,  
Brian Burkholder





### Quote Summary

**Prepared For:**

CITY OF CHATFIELD  
21 2ND ST SE  
CHATFIELD, MN 55923  
Business: 507-867-3810

**Prepared By:**

Eric Wagner  
Midwest Machinery Co.  
11906 Hwy 14 East  
Saint Charles, MN 55972  
Phone: 507-932-4030  
ewagner@mmcjcd.com

**Quote Id:** 28194718  
**Created On:** 08 February 2023  
**Last Modified On:** 16 February 2023  
**Expiration Date:** 28 February 2023

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 1600 Turbo Series III Commercial Wide Area Mower with 2-Post Folding ROPS	\$ 63,917.63 X	1 =	\$ 63,917.63
PowerGard Protection Plan	\$ 1,598.00 X	1 =	\$ 1,598.00
New Units - Still within basic warranty, 1600 TURBO SERIES III, Comprehensive - Full Machine, 1250 Total Hours or 30 Total Months, \$0 Deductible			
2024 Turf Team Commercial Mowing Package: Service Special Performed Nov 1st 2023 - March 15th 2024	\$ 325.00 X	1 =	\$ 325.00
<b>Sub Total</b>			<b>\$ 65,840.63</b>
Price Increase Price Increase	\$ 5,000.00 X	1 =	\$ 5,000.00

**Equipment Total** **\$ 70,840.63**

Trade In Summary	Qty	Each	Extended
2020 JOHN DEERE 1600 - 1TC1600TVLH650021	1	\$ 34,840.63	\$ 34,840.63
PayOff			\$ 0.00
Total Trade Allowance			\$ 34,840.63
<b>Trade In Total</b>			<b>\$ 34,840.63</b>

**Quote Summary**

Equipment Total	\$ 70,840.63
Trade In	\$ (34,840.63)
SubTotal	\$ 36,000.00
Total	\$ 36,000.00
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 36,000.00</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Confidential



# City of Chatfield

Thurber Community Center • Chatfield Municipal Building  
21 Second Street Southeast • Chatfield, Minnesota 55923 • 507-867-3810  
[www.ci.chatfield.mn.us](http://www.ci.chatfield.mn.us)

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## MEMORANDUM

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**TO:** PARKS COMMITTEE  
**FROM:** CRAIG BRITTON  
**SUBJECT:** 2023 STREET PROJECT – SHADY OAK AND MILL CREEK PARK  
**DATE:** MARCH 22, 2023  
**CC:** CITY ADMINISTRATOR, JOEL YOUNG  
SUPERINTENDENT OF CITY SERVICES, BRIAN BURKHOLDER

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**Action Requested:** Review options for camping sites in Mill Creek Park and review design options for cul de sac on Prospect Street, parking area in Shady Oak Park and possible driveway through Shady Oak Park connecting Hawley Street and Prospect Street.

### Background:

1. Mill Creek Park Camping Site Option - The City Council has requested that we review alternative options for the camping sites currently located in Shady Oak Park. One option includes 4 camping sites on the north side of the parking lot at Mill Creek Park, in the current location of the horseshoe pits. Electrical could be stubbed from the existing lift station and water service could be provided from the water line that ends at the dugouts for the ball field. Also, a sanitary dumping station could be constructed next to the lift station.
2. Shady Oak Park – As part of the 2023 Street project a water main line is proposed to be extended through the park to provide a water main loop between Hawley Street and Prospect Street. There will be a few trees that will need to be removed for the installation of the water main line, but Brian and I reviewed the trees and for the most part the trees that are proposed to be removed are diseased. While reviewing the project with the PW Committee there was some discussion about looking at the benefits of providing a driveway connection from Hawley Street to Prospect Street. An exhibit was prepared for the connection and we're seeking your input. The main reason for the consideration is that there isn't an adequate turn around on the north end of Prospect Street. However, we've also looked at options for constructing a cul de sac to provide a turn around on Prospect

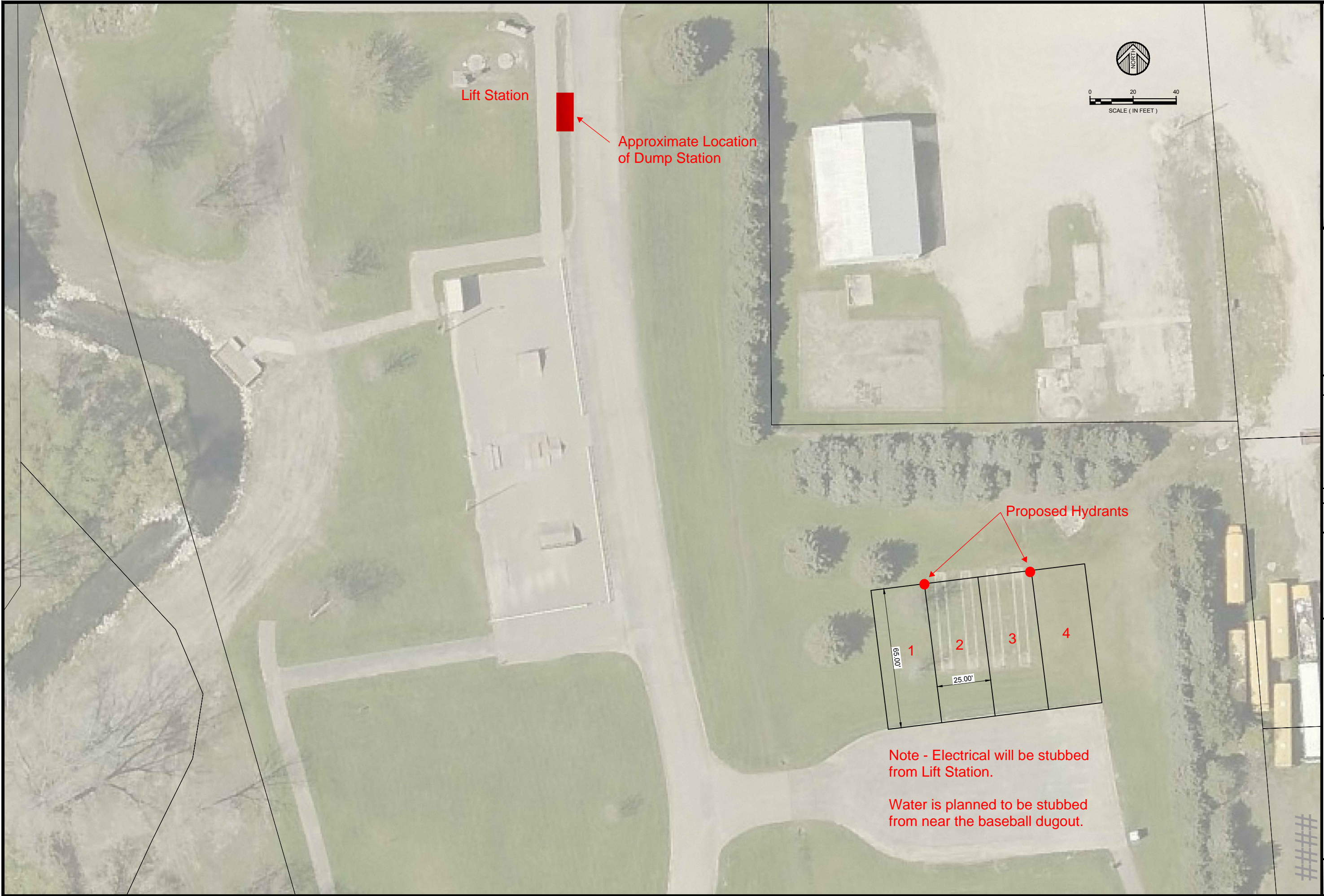


Street. The cul de sac is a little smaller than typical, mainly due to the steep hill in the park and the desire to keep as many trees in the park as possible. Please review the concept and we'll look for your feedback at the committee meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Britton". The signature is fluid and cursive, with the first name "Craig" and last name "Britton" clearly distinguishable.

Craig Britton



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER OR SURVEYOR OF THE STATE OF ILLINOIS.

DATE	REVISIONS DESCRIPTION	BY

DATE: ###/###/###  
SCALE: ###'  
DRAWN BY: ###  
CHECKED BY: ###  
JOB NUMBER: #####

###  
###  
###  
###







# Summary of General Requirements for Recreational Camping Areas

- Definitions
- Recreational Camping Vehicle Spacing
- Water Supply
- Sewage Disposal, Toilets and Shower Facilities
- Garbage and Refuse, Insect and Rodent Control, Other Things

## Definitions

- Recreational camping area (RCA), means any area, whether privately or publicly owned, used on a daily, nightly, weekly, or longer basis for the accommodation of five or more tents or recreational camping vehicles free of charge or for compensation. "Recreational camping areas" do not include youth camps ([LINK http://www.health.state.mn.us/communities/environment/recreation/lodging/rules/youthcamp.html](http://www.health.state.mn.us/communities/environment/recreation/lodging/rules/youthcamp.html)), industrial camps, U.S. Forest Service Camps, state forest service camps, state wildlife management areas or state owned public access areas which are restricted in use to picnicking and boat landing, and temporary holding areas for self contained recreational vehicles created adjacent to motor sports facilities.
- Recreational camping vehicle (RCV), includes the following:
  - Any vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational, and vacation uses;
  - Any structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation, and vacation;
  - Any portable, temporary dwelling to be used for travel, recreation, and vacation, constructed as an integral part of a self propelled vehicle; and
  - Any folding structure, mounted on wheels designed for travel, recreation, and vacation use.

## Recreational Camping Vehicle Spacing

- There must be 10 feet of open space between the sides of adjacent RCVs and their attachments.
- Minimum site size of 2,000 square for each RCV.
- All RCVs must be located at least 25 feet from property lines which abut a public street or highway and at least 10 feet from all other property boundary lines.

## Water Supply

- The water supply system must meet all applicable MDH requirements for public water supplies (MN Rules Chapter 4720 ([LINK https://www.revisor.mn.gov/rules/4720/](https://www.revisor.mn.gov/rules/4720/))) and water wells (MN Rules Chapter 4725 ([LINK https://www.revisor.mn.gov/rules/4725/](https://www.revisor.mn.gov/rules/4725/))).
- Water must be available within 400 feet of every campsite.
- Minimum water riser pipe size is 3/4 inch; water riser and sewer riser must be constructed of approved materials and separated by at least 10 feet.



- All plumbing must be installed in accordance with the Minnesota Plumbing Code, Chapter 4715 ([LINK https://www.revisor.mn.gov/rules/4715/](https://www.revisor.mn.gov/rules/4715/)).

## Sewage Disposal, Toilets and Shower Facilities

- All sewage and waste water must be discharged into an approved municipal sewage system if one is available or an individual on site sewage treatment system that meets the requirements of the Minnesota Pollution Control Agency rules, Chapter 7080 ([LINK https://www.revisor.mn.gov/rules/7080/](https://www.revisor.mn.gov/rules/7080/)) and any applicable local codes.
- Toilet and shower facilities must be provided in all campgrounds which harbor any RCV which is not equipped with toilet and bathing facilities, in accordance with the schedule in MN Rules Chapter 4630.0900 ([LINK https://www.revisor.mn.gov/rules/4630.0900/](https://www.revisor.mn.gov/rules/4630.0900/)). Toilet and shower facilities shall be adequately heated, ventilated and lighted and have durable, washable, floors, walls, and ceilings. Toilet facilities must be provided within 400 feet of any campsite.
- Camping areas harboring RCVs with self contained waste water tanks must provide a sanitary dumping station in the ratio of 1 sanitary station for each 100 sites or fraction thereof. Sanitary stations must be adequately screened and located at least 50 feet from any campsite.
- Properly constructed privies may be provided for toilet facilities provided that they are installed in accordance with local zoning requirements.

## Garbage and Refuse, Insect and Rodent Control, other things

- Adequate number of fly tight, watertight and rodent proof containers must be provided for all garbage and refuse. Garbage must be collected for disposal as often as necessary to prevent nuisance conditions and not less than once each week.
- RCAs must be maintained free of accumulations of debris or material which may provide rodent harborage or breeding places for insect pests. RCAs must be maintained free of growths of noxious weeds.
- Domestic animals or pets must not be allowed to run at large or cause any nuisances within a RCA. Any kennels, pens or other facilities provided for animals must be maintained in a sanitary condition.
- A maximum speed limit of 10 miles per hour must be clearly posted throughout the RCA.

**Last Updated:** 10/03/2022