

Meeting Minutes: Owatonna Park Board

Date: June 11, 2018

Location:

Board Members	Present	Absent	Others Present, Staff	Others Present, Guests
Judd Dingmann, President	X		Nikki Callahan, Administrative Technician	
Lee Kostelecky	X		Tim Truelson, Recreation Manager	
Pat Fails		X	Troy Klecker, Community Development Director (Parks and Recreation Interim Director)	
Angie Malo, Secretary	X		Mary Jo Knudson, Recreation Supervisor	
Karina Garcia	X		Lexi Millman, Park and Rec Intern	
Greg Louis	X		Jesse Wilker, Maintenance Manager	
Nicholas Elsner	X		Maddie Peglow, Intern and Brooktree Golf Course	

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): Minutes (unapproved): Park Permits: Event Permits: June 23- Oscar club emergency preparedness exercise, August 4- Shifting Gears for Down Syndrome Bike Ride, Summer 2018- Promote Owatonna Forward, May 31 Smokin in Steele BBQ and Blues, July 17- MS Bike tour, July 14- Ride for Hope Motorcycle Charity Ride Other:	
Call to Order	Meeting called to order at 4:30 p.m.	
Approval of Agenda		Motion – Angie Second – Lee Approved
Approval of Minutes	May 14, 2018	Motion – Angie Second – Nicholas Approved
Persons wishing to appear	Maddie and Lexi were introduced	
Park Permits	<ul style="list-style-type: none"> a. June 5 – August 2 – Ruckin Fun Fitness Strength Class in area parks b. June 22- Federated Employees Club Summer Celebration c. June 29-HS Rep Services Lunch at Central Park d. June 27- VBS Community Family Day e. July 12- Customer Appreciation Picnic (Central Farm Services) 	Motion – Nicholas Second – Lee Approved

Staff Reports	<p>a. 2017-2018 YTD Budget through June 1, 2018 Tim said there are some transfers that still need to be made in Adult Recreation.</p> <p>b. Staff Report- Special Events – Nikki passed out a listing of our specials events and permits that have been submitted for 2018.</p> <p>c. Troy Klecker – Starting the budget process for 2019. Troy is getting more familiar with the Parks and Recreation budget. They are working on the vehicle replacement fund. They are taking inventory of equipment and laying out a schedule and plan for future. They are also laying out a mowing schedule and mapping it with GIS. The garbage can dumping schedule will be worked on next. Angie wanted to know how the tasks would be assigned. Jesse said each person/crew will be assigned the tasks by Jesse. Angie said one of the complaints she has heard from the public is that people are in parks and they tell a city worker that the garbage is full and the city worker reply's that it is not their job. Troy said that the goal of this new program and schedule is to take all the guesswork out and assign work out to be as efficient as possible. Lee asked about sharing of mowers with West Hills Complex and the parks. Troy said that is an option and they will look at that as they create the schedule. Greg wanted to know how often we replace vehicles. Troy said we purchase all vehicles (not lease) and will continue to do so. The VRF fund is set up to have they vehicles replaced every 15 years. Some are not always replaced every 15 years – they turn the older vehicle's into garbage haulers. Greg clarified they replace on age, not millage.</p>	<p>Troy reviewed</p> <p>Nikki reviewed</p> <p>Troy reviewed</p>
Unfinished Business	<p>a. Inclusive playground, Miracle Field – There are some companies who are waiting for the half way mark before committing. They are getting some quotes on some in-kind services such as cement. There are some flyers going out to small businesses asking for in-kind services or a monetary donation.</p> <p>b. National Park Service Grant – Working with the National Park Service on the Master Plan. They are waiting for the draft with the RFP.</p>	<p>Tim reported</p> <p>Troy reported</p>
New Business	<p>a. Election of officers- Angie is in her 7th year. After this year, she will have 2 years left. Angie is willing to take the chair as long as someone is behind her. Karina is in her 1st year of her 1st term as her first year on was filling in for someone who had left. Judd nominated Angie for the chair. Greg 2nd. Ayes all. Angie asked for nominations for the Vice Chair. Lee nominated Karina for the Vice Chair. Judd 2nd the motion. Ayes all. Angie asked for nominations for secretary. Nicholas nominated Lee for secretary. Greg 2nd the motion. Ayes all.</p>	<p>Motion: Judd 2nd: Greg Approved</p> <p>Motion: Nicholas 2nd: Greg Approved</p>
Board Questions/Comments	<p>Angie – The land on Partridge Ave was purchased by the City. She asked if it was intended for water retention. Troy said the part of the land is for residential and part is for water retention. The land was purchased at a good price. The library project was delayed due to the rain. Lee- He wanted to know if Jesse talked to the lady about the trees by the cemetery. Jesse has talked with her. Lee said she wants the trees trimmed up. Jesse will follow up.</p>	

	<p>Greg- none</p> <p>Nicholas – There is a dock in the river. Jesse said they will get it out when the water goes down. Nicholas mentioned there is no post on the power cable on the trail as you come out by Riverside. Jesse will look into it. The lights are the trail all day/night. Jesse said the trails are open 24 hours. Nicholas was concerned about the wattage and the cost to keep those on 24 hours a day. Jesse said there are about 3-4 lights per power area. Jesse said it would cost a lot of money to put controllers on them. Jesse said the utilities have not been concerned about energy efficiency with the trail lights.</p> <p>Judd- the dedication for the North Straight River Trail went well. Council and land donors noticed no other park board members were present.</p> <p>Karina- none</p> <p>Jesse- 18th street trail is getting started. Hope to be done first week of August. Will start spraying for mosquitos next week. Lincoln tennis courts – waiting on a few prices then will get started.</p>	
Adjournment	Adjourned at 5:25 PM	Motion – Greg Second – Nicholas Approved
Dates to Remember	June 22- Movie at Central Park at dusk	
Next Meeting	Monday, July 9 4:30 PM at Gainey Park	