

Meeting Minutes: Owatonna Park Board - UNAPPROVED

Date: December 14, 2020

Location: Virtual, Microsoft Teams

Board Members	Present	Absent	Others Present, Staff	Others Present, Guests
Andi Arnold	X		Troy Klecker, Community Development Director/Parks and Recreation Interim Director	Kevin Raney, City Council Member
David Christianson	X		Jesse Wilker, Parks Manager	
Jonathan Douglas		X	Tim Truelson, Recreation Manager	
Nicholas Elsner, Vice-Chair	X		Eric Anderson, Recreation Manager	
Angie Malo, Secretary	X		Dani Bakken, Recreation Supervisor	
Greg Posch, Chair	X		Dani Licht, Recreation Supervisor	
Jonathan Thiel	X		Mary Jo Knudson, Recreation Supervisor	
			Jessica Abrahams, Administrative Technician	

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): None	
Call to Order	Meeting called to order at 4:33pm	
Roll Call	Andi Arnold - Present David Christianson – Present Jonathan Douglas – Absent Nicholas Elsner – Present Angie Malo – Present Greg Posch – Present Jonathan Thiel – Present	
Approval of Agenda	A motion was made by Angie Malo to approve the agenda with a second by Jonathan Douglas. With a roll call vote, all members present voted aye for approval.	Motion: Angie Malo Second: Jonathan Douglas Approved
Virtual Meeting Statement	Greg Posch read the Meeting Determination issued by City Administrator Busse on March 20, 2020 requiring meetings not be held in person during the current state of emergency because of COVID-19 concerns. This meeting was a virtual TEAMS meeting accessible by calling 507-242-3225 and entering the Conference ID: 180 717 348#. All participants are attending virtually, board members present are Andi Arnold, David Christianson, Nicholas Elsner, Angie Malo, Greg Posch and Jonathan Thiel. Park and Rec staff present include Troy Klecker, Jesse Wilker, Tim Truelson, Eric Anderson, Danni Bakken, Dani Licht, Mary Jo Knudson and Jessica Abrahams. Others present include City Council Member Kevin Raney.	
Approval of Minutes	November 9, 2020 David Christianson made a motion to approve the minutes with a second by Andi Arnold. With a roll call vote, all members present voted aye for approval.	Motion: David Christianson Second: Andi Arnold Approved
Persons wishing to appear	a. None	
Park Permits	a. Young Life 5K Run/Walk – January 1 at Lake Kohlmier	

	With a roll call vote, all members present voted aye for approval.	
Staff Reports	<p>a. 2019 and 2020 YTD Budget through December 14, 2020 – Some revenue has been lost due to cancellations and closings; however, we have been able to save on expenses. We are on course for coming in at or below budget for the year. Staff has done a good job making adjustments throughout the year. Cares Act money is being used for some projects.</p> <p>b. Brooktree Golf Course Report – Troy Klecker reported that it was a different year for the golf course with COVID restrictions and the course opened later than we would have liked. Golf was an outdoor activity that people gravitated to this summer; rounds were up, especially 18-hole rounds. It was a good revenue year and memberships were comparable to last year. The Broken Tee’s revenue was down compared to last year. There were no tournaments and on and off restrictions by the governor on food and beverages affected the restaurant. Jesse Wilker reported cameras are being added to the upper nine so the clubhouse will be able to watch and keep track of golfers better. Angie Malo was surprised that revenue wasn’t up too much from last year, but expenses seemed to be quite a bit higher. Troy Klecker explained a full-time staff person wasn’t included in the budget and with the City using a newer time management system this person’s time was allocated in the right place this year. Additionally, we were not able to utilize the prison crew this year which meant higher seasonal worker expenses. Jesse Wilker mentioned a lot of people use the cart paths during the off season and it’s been an extension of our trail system in the winter months. Greg Posch said he golfed every day during the summer and everything was run smoothly.</p>	<p>Troy Klecker reported</p> <p>Troy Klecker & Jesse Wilker reported</p>
Unfinished Business	<p>a. COVID-19 Updates – Troy Klecker reported that in-person programming is on pause and the West Hills Social Commons and Tennis and Fitness Center are closed right now per the governor’s orders. Eric Anderson reported the West Hills Social Commons has been offering virtual programming and they, along with the Tennis and Fitness Center are ready to open again once the governor gives the green light. Eric also mentioned that Dani Licht is offering online training for WSI and Lifeguarding. Tim Truelson reported we must follow the school district’s policies in addition to the governor’s orders and that as long as the school is doing distance learning, the school’s facilities are not available to outside groups. We are hoping to offer registration early January for kindergarten through 2nd grade basketball and the second session of hockey. Park and Rec staff have been offering activities to keep people engaged and active while in-person activities are paused. These activities include Letters to Santa, Elf in the Park, Soccer Ball from Santa and a Candy Cane Hunt. The activities have been well-received, and many people are participating. The Elf in the Park was featured in the National Recreation and Parks Association weekly email. The NRPA email goes out nationally to park and rec professionals and highlights programs and facilities from other agencies. Tim Truelson also mentioned we are planning on having skating at Morehouse this year. As of right now due to the governor’s orders the Chalet would not be</p>	<p>Park and Rec Staff reported</p>

	<p>allowed to be open, skate rentals would still be allowed but will have to be done differently until the order is expired or changed.</p> <p>b. We All Play – Tim Truelson reported another grant has been received by the Owatonna Foundation, bringing the Foundation’s total contribution to \$120,000. Five more pieces of equipment have been sold since the last meeting. Owatonna Live is holding virtual BINGO in January, all proceeds will go to We All Play. The Miracle Field base is done, the playground has been taken out and moved to Morehouse where it fits nicely, some sewer and drain tile work is being completed and the pads have been poured for the dugouts. The project will hopefully be done by May or June. Evergreen trees will be planted on the west side of the park at the end of the project.</p>	<p>Tim Truelson reported</p>
<p>New Business</p>	<p>a. December Activities – Discussed during the COVID updates.</p> <p>b. Other Updates – Troy Klecker reported first-round interviews have been completed for the Park Director position and hopefully by the end of January we’ll have a new director. The Nass family is donating more land to the department. The land is by the new soccer complex, along Rose Street. Also, Troy has been working with Jim Cashman on donating land by Cashman Park. The long-term plan for Cashman Park is to have an 18-hole disc golf course. Fiber has been installed at Dartts Park and the security cameras have been ordered, they will be installed when they come in. The park crew has begun working on a nature play area at Mineral Springs Park. The area will contain only natural elements and will be a place that kids can explore and spend time in nature. A dead pine tree that was taken from the golf course has been added so far (turned upside down and buried), other elements and signage will be added as time permits the park crew.</p>	<p>Troy Klecker reported</p>
<p>Board Questions/ Comments</p>	<p>David Christianson – Received a phone call from someone who was walking on the 18th Street Trail and saw a deer stand. David wondered if there were guidelines for positioning of the deer stands. Mary Jo Knudson stated there are guidelines and a park crew member assists each hunter with their stand placement. Jesse Wilker said he will check the stand location. David also wanted to congratulate and thank the Park and Rec staff for everything they’ve offered and all they’ve done this year.</p> <p>Angie Malo – Stated that when the leaves are not on the trees, there are spots on the trail system in Mineral Springs Park where you can see the stands. Angie also asked for an update on the deer hunt. Mary Jo Knudson reported there were four deer taken in the first season and there have been four taken so far in the second season. The last day of the deer hunt is December 23.</p> <p>Andi Arnold – None.</p> <p>Jonathan Thiel – None.</p> <p>Greg Posch – Reported he has walked recently on the 18th Street Trail and did not see any hunters or deer stands. Greg asked about the status of the Tennis Center and the keyless entry. Eric Anderson reported the system has been installed and staff is working on getting it set up. Greg also wondered about the search for a Tennis Pro. Eric stated the search has been slow going due to COVID; however, they have received some good applicants and are hopeful to</p>	

	<p>get someone hired soon. Eric will give an update at the next Park Board meeting.</p> <p>Nicholas Elsner – Reported he is moving out of town and resigning from the Park Board after this meeting. Troy Klecker thanked Nicholas for his participation on the Park Board and several in attendance wished him well.</p>	
Adjournment	<p>Adjourned at 5:33pm</p> <p>David Christianson made a motion to adjourn the meeting with a second by Andi Arnold. With a roll call vote, all members present voted aye for approval.</p>	<p>Motion: David Christianson Second: Andi Arnold Approved</p>
Next Meeting	Monday, January 11, 2021	