

Meeting Minutes: Owatonna Park Board

Date: April 13, 2020

Location: Virtual Teams Meeting

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

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): None	
Call to Order	Meeting called to order at 4:32pm	
Roll Call	Andi Arnold - absent Angie Malo- present David Christianson - present Jonathan Douglas- present Jonathan Theil- present Nicholas Elsner present Greg Posch- present	
Approval of Agenda	A motion was made by Nicholas Elsner to approve the agenda with a second by David Christianson. With a roll call vote, all members voting, voted aye for approval.	
Statement Reading	Chairperson 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: 855 491 041#. All participants are attending virtually, present were Angie Malo, David Christianson, Jonathan Douglas, Jonathan Theil, Nicholas Elsner, Greg Posch, Troy Klecker, Tim Truelson, Eric Anderson, Jesse Wilker, Nikki Callahan, Mary Jo Knudson, Dani Licht, and Dani Bakken.	
Approval of Minutes	March 9, 2020 Angie Malo made a motion to approve the minutes with a second by Nicholas Elsner. With a roll call vote, all members voting, voted aye for approval.	
Persons wishing to appear	None	
Park Permits	a. May 10, 17, 31 and June 7- 4-H Softball at the Fairgrounds b. July 12- Steele County Historical Society Extravaganza c. August 1- Gus’s Car Show – SCHS	

	<p>June 20 - Church Evangelizing and Central Park - This event was taken off the agenda as they are switching dates.</p> <p>David Christianson is concerned about approving these permits under the current circumstances. Troy Klecker explained we are cancelling things as recommendations are coming in from the governor. If restrictions are lifted prior to these events, the approvals will go on as planned. If the governor does not lift the restrictions in time for these events, we will let the groups know of the situation. Troy recommends that we approve these events with these conditions.</p> <p>Mary Jo Knudson made note that the 2 permits from the Steele County Historical Society will take place on their grounds not in our the parks.</p> <p>Tim Truelson stated the 4 H group has been in contact with him and are looking at different dates if the restrictions are still in place.</p> <p>A motion was made by Jonathan Douglas to approve the park permits with a second by Jonathan Thiel. With a roll call vote, all members voting, voted aye for approval.</p>	
<p>Staff Reports</p>	<p>a. 2019 and 2020 YTD Budget through April 6, 2020 – The last few weeks have altered the budget for 2020. Staff is putting together a report of losses if restrictions should continue. All staff will continue to monitor their budgets and plan accordingly. Even if restrictions end on May 4, some activities will still be modified, altered or be cancelled. The biggest loss for April and May will be the golf course. The governor recently allowed landscapers to work again so the golf course is being maintained. If they do open in May, some of the projected loss will be regained. Troy Klecker confirmed that losses are coming from golf, Tennis and Fitness Memberships, cancelled tennis lessons, ball field use from associations, pavilion rentals, Social Commons rentals and swim lessons.</p> <p>b. Park Maintenance Report – Jesse highlighted the big projects in the parks. Mary Jo is working on several grants to work towards completing these projects.</p> <p>David Christianson asked about the addition to the Morehouse trail and the location. Jesse Wilker stated that it is going between the chalet and the river. Jesse confirmed there will be a fence as it is close to the river. David Christianson asked about the completion of the park on Countryview Avenue. Troy Klecker confirmed it will be completed in 2021.</p> <p>Nicholas Elsner inquired about the 18th street trail project and if it will cross the railroad. Jesse Wilker stated you will have to go on the road for a short time to get over the tracks. Nicholas Elsner also noticed larger groups of people congregating at the Sid Kinyon tennis courts. Jesse Wilker has noticed that too and said it looks as if they are families. Tennis courts are still open with a reminder to practice social distancing.</p>	<p>Troy Klecker reported</p> <p>Jesse Wilker reported</p>

	<p>The Jaycee's group donated \$16,000 over the last 3 years and they purchased a spinning net to be installed at Jaycee Park in 2020.</p> <p>Jonathan Douglas inquired about the fire at Dartt's Park. Jesse Wilker said they caught the people who did it but it is still under investigation. The fire took place under the bleachers in the storage shed. It also melted some of the aluminum on the seats.</p>	
<p>Unfinished Business</p>	<p>a. Inclusive Playground, Miracle Field – We took in \$30,000 from February to March. The donations have stopped coming in since the Covid-19 started. They have sold 14 pieces of equipment at \$35,000. They also received the Twins Community Fund Grant for \$15,000. They have a total of \$810,000 and the goal is to have \$1 million for the project. They are making decisions on ways to save money. Options are to make a change in the warranty which would save \$15,000. Scaling back on the concession stand would save \$25,000. They would like to sell the rest of the equipment which would cover \$30,000. They are hoping for around \$70,000 of in-kind service. They are still looking to start construction on August 1st. They can get extensions if needed to push back to the spring of 2021.</p>	<p>Tim Truelson reported</p>
<p>New Business</p>	<p>a. Covid-19 updates: <u>Closed until May 4:</u> Tennis and Fitness Center, West Hills Social Commons, Bike/Skate Park, playgrounds, basketball hoops, drinking fountains, and Brooktree Golf Course.</p> <p><u>Open:</u> Tennis courts, Dog park, Archery park, parks and trails, Broken Tee restaurant at Brooktree, port-a-potties.</p> <p>We will open permanent restrooms when it warms up. Port-a-potties are open and cleaned on a daily basis.</p> <p>Golf Course is being maintained as of Monday, April 13.</p> <p>Maintenance staff is coming in different shifts and taking sperate breaks and lunches. They are only allowing 1 person per vehicle. They are all wearing masks when in 6 feet of each other.</p> <p>b. On-Line Programming</p> <p>Social Commons is offering many on-line programs such as virtual bingo, video tutorials, live craft videos, tai chi and yoga videos, on line tours and more. They are continuing to add more programs each week. Troy has gotten great feedback on these programs. We are working with the Chamber on a few items to get the whole community involved: Chalk your walk, and Where are we in Owatonna. We are also offering park madness, a virtual Easter egg hunt, bat box bingo and nature scavenger hunts. Even when this is over, we may maintain some of online programming as people have really enjoyed it.</p> <p>Greg Posch asked about the Chalk your walk. He wanted to know if we are providing the chalk. Troy Klecker stated we are not providing the supplies. Greg Posch also asked about the tennis courts being open. Troy Klecker</p>	<p>Troy Klecker reported</p>

	confirmed it is just the outdoors courts that are open. Greg Posch also confirmed the outdoor pickleball courts are also open.	
Board Questions/ Comments	<p>Angie Malo – Are we providing tests to our employees? Troy said if someone shows symptoms of Covid they are to get tested from their provider. We had staff self-quarantine for them for 2 weeks. We don't have any staff that tested positive.</p> <p>Nicholas Elsner – none</p> <p>Greg Posch – none</p> <p>Jonathan Douglas – Thanks for keeping parks and trails open as much as you can. We like that the parks are open.</p> <p>Jonathan Thiel- Has there been much input from the public? He has heard that people are glad that the trails are open. He has had some people disappointed the playgrounds are closed but they understand. Troy said he has only had a few complaints of the people congregating using the basketball hoops but since they have taken the hoops down, they have not had any complaints. There was 1 person questioning the tennis courts being open. There is signage all over about social distancing.</p> <p>David Christianson- When the weather was nice and dry there were people using the new soccer fields to run their dogs. Is there anything we can do to stop them from doing that? Troy said we will monitor it more.</p>	
Adjournment	<p>Adjourned at 5:33 pm</p> <p>Angie Malo made a motion to adjourn the Park Board meeting at 5:33 pm with a second by David Christianson. With a roll call vote, all members voting, voted aye for approval.</p>	
Next Meeting	Monday, May 11, 2020	