

Golf & Cemetery Board Meeting
April 12, 2021
City Hall Council Chambers

Present: Jeff McEntee, Brian Johnson, Tom Young, Joe Schlimgen
Council Liaison: Dan Sabers
Staff present: Jason Gunnare, Eric Hieb, Nate Powell, Angel DeWaard

Called to order by McEntee at 5:45 PM

Angel DeWaard issued the Oath of Office to Golf/Cemetery Board Member: Tom Young.

Public Input: None

McEntee, President opened the floor for Election of Officers for the positions of President, Vice President and Secretary/Treasurer as follows:

Motion Schlimgen, Second Young to nominate Jeff McEntee for Board President. Motion Schlimgen, Second Young to cease nominations for Board President and elect Jeff McEntee as Board President. Motion approved and carried.

Motion McEntee, Second Young to nominate Brian Johnson for Board Vice President. Motion McEntee, Second Young to cease nominations for Board Vice President and elect Brian Johnson as Board Vice President. Motion approved and carried.

Motion McEntee Second Johnson to nominate Tom Young for Board Secretary/Treasurer. Motion McEntee, Second Johnson to cease nominations for Board Secretary/Treasurer and elect Tom Young as Board Secretary/Treasurer. Motion approved and carried.

Motion to approve minutes of the March 8, 2021 meeting by Johnson, Second Schlimgen. Motion carried.

Motion to approve the Bills as submitted by Johnson, Second Schlimgen. Motion carried.

Old Business: Schlimgen informed the Board he spoke with Gunnare in regards to starting a tree farm at the golf course. Johnson questioned if this can be done in conjunction with parks. Gunnare informed the Board he spoke with John Ball regarding trees and was told that variety of species is necessary. Johnson stated he wants to see the city follow up on the idea of a tree farm.

Agenda Items

A. Hieb reviewed the Clubhouse Report. Heib reviewed the revenue report, noting 40 new members, this is just through March and I expect to pick up quite a bit more

to come in through April. Advertising revenue was billed differently last year due to covid, however, we will be sending out letters that advertising billing will go back to the regular billing cycle. Things are busy and will continue to get more so.

- B. Gunnare reviewed the Superintendent Report. Garden plots are steadily selling, with only 37, spots left available. Year to date we are at twenty-five burials. We have cremation services that re being set up throughout the summer. For now we are done with tree removal because the ground got soft on us. Getting ready for stump grinding by cutting stumps down and servicing the grinder. We will take care of the cemetery stumps before moving on to the golf course. The motor mounts needed to be replaced on the pay loader, parts are not easy to find and the closest ones have to be modified to make them work. Golf course is doing well, turned on the irrigation the week before the rain as things were starting to dry out. We had some technical issues and a leak. Rain bird ran and update on the computer before startup and I got set up so I can monitor and alter the system from my phone. We will need to update the control system in 2022 budget cycle. The driving range control system is also out date, it still runs but if we have problems, they will not have components to fix the system. Been in contact with Mr. Norby, he will be doing a site visit on April 27th. Included on that day we will have a public input session. Gunnare informed the Board he was contacted by the family of a member who recently passed away requesting a refund, noting he feels they should receive a refund of membership plus cart. Powell noted there is no policy currently in place for this. After a brief discussion Motion Johnson, second Schlimgen to formulate a policy for refund requests of deceased members, to be prorated based on the four quarters of the golf season running March through October. Motion approved and carried.
- C. Gunnare informed the Board there currently are no donor guidelines for the golf course or cemetery, noting he would like to keep it to benches and trees, with no plaques placed in the ground. Powell reviewed with the Board the park & rec donor guidelines, draft example of golf/cemetery donor guidelines and the resolution adopting a naming policy for the City of Mitchell. After a lengthy discussion the Board directed Gunnare to bring each request to the Board along with Recommendations, but there is to be no placement of plaques in the ground or in front of a tree.
- D. Gunnare presented an addendum to the agreement with Norby Golf Course Design, Inc. Noting after Norby received all of the information we sent they would need to digitize all of it thus; it will add an extra expense of \$900.00. After a brief discussion Motion by Johnson, Second by Schlimgen to approve the addendum to the Norby Golf Course Design, Inc. agreement as presented. Motion approved and carried.
- E. Gunnare informed the Board he received a quote of \$10,000 for updating the driving range dispenser software. Gunnare stated when talking with the company he informed them he did not have funds in the current budget cycle and they stated they would honor the quote they gave, so will be looking to put that in the 2022 budget cycle.

There being no further business the Board adjourned at 6:52 PM, noting May 10, 2021 at 5:45 PM as the date of the next regular meeting of the Golf/Cemetery Board.