

UNOFFICIAL MINUTES OF THE  
PARKS AND RECREATION BOARD OF THE CITY OF MITCHELL  
August 12, 2021

A regular meeting of the Mitchell Parks and Recreation Board was held Thursday, August 12, 2021. The meeting was called to order by Andy Jerke, Vice-President at 6:03 p.m., at the City Hall Council Chambers.

The following members of the Board were present: Andy Jerke, Amanda Johnson, Chris Retterath, Luke Norden. Absent: Pat Skinner, Austin Havlik, Jeremy Gunkel. Council Liaison: Marty Barington. Staff present: Nate Powell, Angel DeWaard, Steve Roth, Jeremy Nielsen. Sam Fosness Daily Republic Newspaper.

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

Motion Jerke, Second Johnson to nominate Chris Retterath for Board President. Motion Jerke, Second Johnson to cease nominations for Board President and elect Chris Retterath as Board President. Motion approved and carried.

Motion Retterath, Second Norden to nominate Andy Jerke for Board Vice President. Motion Retterath, Second Norden to cease nominations for Board Vice President and elect Andy Jerke as Board Vice President. Motion approved and carried.

Motion Retterath, Second Jerke to nominate Amanda Johnson for Board Secretary/Treasurer. Motion Retterath, Second Jerke to cease nominations for Board Secretary/Treasurer and elect Amanda Johnson as Board Secretary/Treasurer. Motion approved and carried.

Vice-President turned meeting over to the new Board President Chris Retterath.

Motion Jerke, Second Johnson to approve the Agenda as submitted. Motion approved and carried.

Minutes of the July 8, 2021 meeting were reviewed. Motion Johnson, Second Norden to approve the July 8, 2021 Minutes as read. Motion approved and carried.

Motion Johnson, Second Norden to approve the Bills as submitted. Motion approved and carried with Jerke abstaining from voting due to a conflict of interest.

The Board reviewed the Recreation Center Report. Summer programs have all wrapped up and we are headed into the fall/winter session of registration. Flag and tackle football registration is going well, with equipment handout and clinic this week. Tackle football starts the 16<sup>th</sup> with flag football starting the following week. The fall/winter program brochure was sent out in an email last week and posted on our website. Outdoor Aquatic Center will be closing for the

season on August 15<sup>th</sup>. Teen night was held August 6<sup>th</sup> with approximately 110 in attendance at the outdoor pool. Both pools were drained for inspection and repairs to the plaster. A representative from the Sunstone Plaster Company and Gall Construction Company were here August 2<sup>nd</sup> and 3<sup>rd</sup>. They believe it was a bonding agent issue but won't know for sure until they get results back from lab. The crew patched most of the bad spots that they could on the floor of the Rec Pool and two (2) in the comp Pool, but did not touch the ones on the walls. Consensus was to patch what they could and get another 1-2 years then come back and re-plaster both pools completely as the walls have a lot of hollow spots as well. They said they would cover the cost and I believe the City Attorney is working on a document to have them sign stating that. One of our preschool assistants quit, we have hired a new one. Currently the Tuesday/Thursday afternoon class is on hold, we need to have 13-15 more enrolled to hold the class. There are 35 children in the afterschool program.

Steve Roth reviewed the Parks and Forestry Report. Projects we are working on or have completed are: Grinding tree stumps; Plaza parking lot landscaping project; Dirt work at the Indian Village where we took out the old bridge and did some rip rap and dirt work last fall; The addition of the new concrete bowl at the skate park was completed; Dirt work around the new skate park; Repaired and painted the old skate ramp; Irrigation repairs and maintenance; Spraying weeds along fence line and cracks in sidewalks; Dug and sprayed thistles in different parks and areas around the lake; Replaced the plastic covers on the post at Bella's Butterfly Garden; Added woodchip to Bella's Butterfly Garden; Most of the high school and college help are done for the summer; Maintenance at the Deer Land property; Ongoing mowing and trimming; Watering trees.

Jeremy Nielsen reviewed the Sports Complex Report.

#### *Cadwell*

- Men's slow pitch finished their city tournament yesterday. Women's slow pitch was done on July 22<sup>nd</sup>. Co-ed started August 5<sup>th</sup> and goes 6 weeks
- Legion and Teener baseball finished the first weekend of August
- Park and Rec football starts August 16<sup>th</sup>
- DWU baseball and softball starts August 23<sup>rd</sup>
- State Amateur Tournament started August 4<sup>th</sup> and goes through Sunday, August 15<sup>th</sup>
- Men's State Softball Tournament is August 13-15<sup>th</sup>
- Backstop at Drake will be put in next week
- Irrigation work on Drake next week: capping lines, taking out valves and sprinklers
- Mid-American Sports Construction will be here to start turf on Drake on August 23<sup>rd</sup>
- Seasonal help will be going back to school next week

#### *Soccer*

- DWU men's and women's soccer has started. First games are this weekend
- Mitchell Soccer Association starts August 16<sup>th</sup>
- High School will be doing some practicing at the Pepsi Complex

#### *Ice Arena*

- RinkTec was here and took the compressors out, waiting on backorder parts
- Compressors will be turned on the end of August; will have ice by September 15<sup>th</sup>

Director Powell reviewed the monthly Department Report.

***Major Incidents/Significant Events***

- Graffiti in Dry Run Creek

***Important Meetings and Training Attended***

- Friends of Firesteel Meeting
- Parks Board Meeting
- City Council Meeting
- MACPD meeting
- Sports and Events Authority meeting
- Weekly and Quarterly staff meetings
- Weekly Department Head management meetings
- R8 HAB conference call
- Golf & Cemetery Board Meeting
- Meeting with BARR Engineering
- Local Campground Visits
- Skate Park Construction site visits throughout the month
- Skate park Ribbon Cutting on July 23<sup>rd</sup>
- Facility visits with City Administrator
- Rotary Presentation
- Erickson Tree Service Quote
- 2022 Budget discussions with Supervisors
- Meeting with Kiwanis to discuss playground expansion
- Maintenance Tech interviews at cemetery
- Meeting with new landowner around Indianhead Park to discuss park trees and boundary line
- CP Plaza bike rack discussion with Corn Palace and Palace City Pedalers

***Project Outcomes***

- Skate Park Project Complete
- Plaza Landscaping Completed
- Dry Run Trail Lighting Grant awarded for \$94,000 from the GF&P Recreation Trails Program

***Current Project***

- Digital Cemetery
- Golf course master plan
- Lake Mitchell trail markers
- Refurbish pond on Indian Village Rd
- Dredging design
- Golf Course Fly Over Edits
- Dry Run Creek Trail Lighting
- SDNG project
- Shared Roadway Installation (due to no supply will not be done this year)
- Jetty & Boat Dock Installation
- Sunstone Warranty (product unavailable will not get done this year)
- Zipline Warranty (zipline on hold)
- 2022 Budget
- Artificial Turf Drake Field (product unavailable until possibly December)

- Ice Arena Refrigeration Unit (brining in portable units until new one arrives)
- Ice Arena Roof

### ***Upcoming Special Events and Meetings***

- Parks Board meeting
- Friends of Firesteel meeting
- MACPD meeting
- City Council Meetings
- Monthly SEAC meetings
- Monthly Region 8 HAB's conference call
- Golf & Cemetery Board Meetings
- Parks Specialist Interviews
- Meeting with Prehistoric Indian Village
- CPR Training
- 2022 Budget Work Sessions

### ***Change in Park/Facility Status***

- Skate park open
- Indoor Pool Emptied for cleaning and repairs

### ***Public Requests***

- Mowing and weed eating attention needed at Munroe and Lake Beaches
- Tree thinning request at Indian Village bay area
- Remove grasses at Burr Street

Director Powell gave a Water Quality update.

Director Powell reviewed the 2021 Artificial Turf Agreement with the Board noting DWU and Mitchell Baseball Association agreement will be for 5 years; Drake Family 7 years; Exchange Club 3 years. Logos will be approximately 10x15. After a brief discussion, Motion Johnson, Second Jerke to approve the 2021 Artificial Turf Agreement as presented. Motion approved and carried.

Director Powell submitted to the Board for approval the 2021 Facility Use Agreement with DWU. Powell noted the only changes in the agreement are: DWU agrees to pay \$13,000 per year, if agreement is renewed annually, fee shall not increase for the 2021-2025 seasonal use periods so long as DWU provides donations as pledged in the Artificial Turf Agreement; addition of termination clause. After a discussion, Motion Jerke, Second Johnson to approve the 2021 Facility Use Agreement with DWU as submitted. Motion approved and carried.

Director Powell submitted the 2021 Mitchell Skating and Hockey Association Amended Agreement to the Board for their approval, noting the only change was an increase to the Athlete Fee of \$1.00. Motion Johnson, Second Jerke to approve the 2021 Mitchell Skating and Hockey Association Amended Agreement as submitted. Motion approved and carried.

Director Powell presented the 2021 Mitchell Figure Skating Academy Amended Agreement to the Board for their approval. Powell informed the Board the only change was an increase to

the Athlete Fee of \$1.00. Motion Johnson, Second Norden to approve the 2021 Mitchell Figure Skating Academy Amended Agreement as presented. Motion approved and carried.

Director Powell requested the Board Award Contract with Great Plains Roofing & Architectural Sheet Metal, LLC. Powell stated this is a piece of rubber like flex seal that will go over the seam in hopes of finding the last leak with it and if not we can eliminate that as our problem. We have \$70,000 in the budget left to finish this and this is only 7,447.00. Motion Johnson, Second Jerke to Award Contract with Great Plains Roofing & Architectural Sheet Metal, LLC as submitted. Motion approved and carried.

Director Powell submitted a request to approve the Shed Installation Agreement with Mitchell School District. Powell informed the Board there were two (2) sheds belonging to the school that were removed when the second sheet of ice was built and at the time a handshake agreement was made that we would replace them but never did instead we let them use the heated shop area behind the south rink. The shed was placed in the budget last year and we have been installing it but want to have it in writing to finalize it. The School District has reviewed the Agreement and signed off on it. After a brief discussion, Motion Johnson, Second Jerke to approve the Shed Installation Agreement with Mitchell School District as submitted. Motion approved and carried.

Director Powell reviewed the Survey Monkey results concerning future date and time of Board meetings. A brief discussion followed but no action taken.

There being no further business the Board adjourned at 6:49 p.m., noting Thursday, September 9, 2021 at 6:00 P.M., at the City Hall council Chambers as the date of the next regular meeting of the Parks and Recreation Board.