

UNOFFICIAL MINUTES OF THE
PARKS AND RECREATION BOARD OF THE CITY OF MITCHELL
July 9, 2020

A regular meeting of the Mitchell Parks and Recreation Board was held on Thursday, July 9, 2020. The meeting was called to order by Mary Ellen Jepsen, Secretary at 6:00p.m., at the City Hall Council Chambers.

The following members of the Board were present: Mary Ellen Jepsen, Chris Retterath, Pat Skinner, Luke Norden. Absent: Dennis Marek, Andy Jerke, Shawn Erickson. Council Liaison: Marty Barington. Staff present: Nate Powell, Kevin DeVries, Angel DeWaard, Steve Roth, Jeremy Nielsen.

Angel DeWaard issued the Oath of Office to Park Board Member Luke Norden.

Public Input: Director Powell informed the Board Mr. Norden would be replacing Brian Johnson on the Board and thanked Brian Johnson for all his time and effort on the Board.

Minutes of the June 11, 2020 meeting were reviewed. Motion Retterath, Second Skinner to approved the June 11, 2020 regular Minutes as read. Motion approved and carried.

Motion Retterath, Second Skinner to approve the Bills as submitted. Motion approved and carried.

Kevin DeVries reviewed the Recreation Center Report. So far, the summer has been going as well as can be expected. Summer program numbers are lower than previous years, but with having to limit numbers and not offer some programs, we have been happy with the numbers we have had. Swimming lessons are down a lot, but that is due to not being able to offer Level I or below, which is our biggest numbers, however, we are hoping to be able to offer those if the fall/winter. We will start taking registration for youth football and basketball beginning July 20th. We have sold 127 family passes and 58 single passes to the outdoor aquatic; we have not reached our 400 maximum capacity at one time so nobody has been turned away. We are hosting a basketball skills camp the week of July 13-16th, with several different age groups and a limit of 10 per group, with no more than 20 in the gym at a time split on 2 halves of the court. DWU girls basketball coaching staff will be conducting the clinic. We will also be hosting a team camp on July 27th & 28th with the DWU girls basketball coaching staff, we will be limiting the number of teams each day, temp check every player before they play their first game, if a team isn't playing they must leave the facility, there will be no spectators allowed. Rec Center usage is slowly going up; we are considering bringing our towel service back towards the end of July. We will also start renting our party room for birthday parties, with a limit of 10 in the room. Adam and Thomas are still extremely busy with athletes throughout the day. We have a preschool parents meeting on July 14th to go over the new guidelines for the school year.

Steve Roth reviewed the Parks and Forestry Report. Projects were are working on or have completed are: Got the volleyball net up at the Day Camp, lights to be installed next week; Citywide tree cleanup and removals from storm; Irrigation maintenance; Fixed a hydrant at the Campground; Fertilized downtown areas, flower garden and the outdoor pool; Added new woodchips to the Plaza area downtown; Removed some trees for Waste Water department for one of their projects; Spraying Canadian thistles around the lake in different areas; Digging Musk thistles in Dry Run Park and areas around the lake; Spraying bike trails, fence lines and other areas; Treating standing water for mosquitos and we fogged the city twice; Added sand to Sandy Beach; Repainted the women's side at Northridge that had the fire damage and reopened it; Got the areas around the lake ready for the 4th of July; cleanup of fireworks after the 4th; Fixed the Sportsman's dock; Fixing the fence at the Day Camp that someone crashed into; The new tennis shed was built in Hitchcock they just need to finish the electrical, windows, and some concrete sidewalk around the building.

Jeremy Nielsen reviewed the Sports Complex Report. Projects being worked on:

Cadwell

- Cleaning restrooms daily
- Continue mowing
- Fertilized all fields
- Continue spraying fence lines, weeds, looking for Pythium
- Start getting ready for Junior Legion State Tournament and State Am. Tournament
- Build mound on Field of Dreams
- Go through irrigation heads
- Field maintenance for games and practices
- Finish fence at Dog Park
- Paint foul lines
- Doing a lot of garbage pick-up, fields are getting a lot of use

Soccer

- Got all fields fertilized
- Continue mowing
- Paint fields
- Put more mulch around trees from getting washed out
- Spraying weeds and fence lines
- Daily maintenance of litter pick up and cleaning restrooms
- Continue checking for plugged heads

Parks

- Continue mowing
- Clean restrooms and litter pick up
- Work on a couple valves at Patton Young
- Continue cleaning out Dry Run trees
- Cleaning shelters for rentals

Director Powell reviewed the monthly Department Report.

Major Incidents/Significant Events

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Important Meetings and Training Attended

- Friends of Firesteel Meeting
- Parks Board Meeting
- City Council Meetings
- MACPD meeting
- Sports and Events Authority meetings
- Weekly and Monthly staff meetings
- Weekly Department Head management meetings
- R8 HAB conference call
- Filling in for Kevin Thurman at the Golf Course and Cemetery
- Met with Ducks Unlimited regarding the NAWCA Grant
- Shive-Hattery jetty and boat dock discussion
- Kevin Thurman Retirement Party

Project Outcomes

- Ice Arena roof repairs (bidding)
- West Nile Grant awarded (just under \$14,000-funds to purchase a truck)
- Homebase staff schedule implemented at Cadwell Concessions
- Budget adjustments for COVID 19 closures/Redirected Rec Center Capital Funds
- Storm Sewer tree work at the NWE lot

Current Projects

- Ice Arena Roof
- Lake restoration project
- Lake Mitchell Public use plan – Boat Docks
- Day Camp Volleyball Court Installation
- Skate Park Upgrade
- 2021 Capital Improvement projects and budget (due July 17th)

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
- Met with Ciaverella Designs Regarding lake cabin design quote
- Corn Palace Plaza Ribbon Cutting
- Ice Arena Pre Bid Meeting
- Zoom call with ARC

Change in Park/Facility Status

- Sports Complex parks specialist position open
- Outdoor Pool Opening June 8th with COVID 19 protocol

- Programs start June 15th with COVID 19 protocol
- Sports Complex Crew Leader position filled (Roger Prewett)

Public Requests

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Director Powell gave a Water Quality update.

Director Powell presented a request to the Board to approve a Maintenance Agreement for property owned by Mr. & Mrs. Ritter where the trees located west of the existing house consisting of landscaping, lawn and driveway is on City property. The agreement would transfer all improvements made to this area to the City and the homeowners would continue to maintain the area. Board member Retterath noted if this is public property, he would like to see a sign posted that this area is a public access area. Board member Norden questioned if the trash and compost containers would be removed from the driveway, Powell noted they would. Several Board members stated they would like to have a discussion with the City Attorney on the Agreement. After a lengthy discussion Motion Skinner, Second Norden to table the approval of the Maintenance Agreement until the August meeting and to request the City Attorney attend the August meeting to answer questions about the agreement by the Board. Administrative Assistant DeWaard called for a Roll Call vote. Norden – Yah, Retterath – Yah, Skinner – Yah, Jepsen – Yah. Motion approved and carried.

There being no further business the Board adjourned at 6:43 p.m., noting Thursday, August 13, 2020 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.