

CITY OF MILBANK

PARK & RECREATION BOARD MINUTES

August 17, 2020

The Milbank Park & Recreation Board met for their regularly scheduled meeting on Monday, August 17, 2020 at 4:00 P.M. in the Milbank Visitor's Center. Present for the meeting were Board members, Jody Bear, Eval Marroquin, Brian Pauli, Brian Sandvig, Rondi Scoular, Keith Weber, Heidi Wellnitz, Steve Wenzl, Matt Wilson, Councilman Scott Hoeke and City Administrator John Forman.

The minutes of the July 20, 2020 meeting were approved. Motion by Wenzel, second by Scoular, Motion passed 9-0.

City Administrator Forman gave an update on the 2020 camping construction plans for Lake Farley. Mayor Raffety and Forman met with Banner Engineering on Aug 7. The plan is to have the project ready for letting by the end of this coming week. **Subsequent to the meeting** – Official advertisement of bids will start in next week's paper with a bid opening on Thursday Sept. 10. Also, a decision has been made to make all camping spots full service (water, sewer and electric) provided we can provide adequate sewer drainage. Sewer line is anticipated to run south to Milbank Ave. Banner is conducting survey now.

Pribyl Park update – Forman provided an update on this. Berkner Gravel and Excavation has done the drainage work in small areas around the park, including adding culverts in various areas, cleaning out drainageways, and also redirecting the trail along the west side of the baseball field. It is anticipated that Bituminous Paving will pave the entire trail in late September. **Not mentioned at the meeting** – Forman is working with J & J Earthworks to see if we can do some regrading of the main channel through the park to better facilitate drainage.

Frisbee golf was brought up. Forman indicated that there is quite following for recreational activity and even some talk as to even starting a league. There is also some talk as to adding 3 to 4 holes. Once paving is complete, the course will be laid out again. The City will be looking to provide new signing for this activity. Signing may not happen until spring of 2021.

Scott Hoeke provided an update on the segmented build of the baseball complex as submitted by ICON Architects. Hoeke and Mayor Raffety met with ICON on Friday, August 14. At this time, ICON has provided a month by month budget estimate. Original project estimate was \$6.9 million. ICON has trimmed the budget back to \$5.1 million by changing concrete parking lots to asphalt and other such things and staging some of the construction until money is available. COVID threw a wrench in the fundraising effort by ICON, but they are now back in fundraising mode. Hope to have a groundbreaking in late September 2020.

Parks and Recreation Manager job description. Keith Weber provided reformatted job descriptions for this and the Activities Director. Forman to make a few tweaks to both job descriptions and send out to Board before the end of the week for approval. Plan to start advertisement the week of August 24 with a closing date of Friday, September 18. Will advertise in east river newspapers and also their websites. Suggested to put on LinkedIn and Indeed. Forman asked to keep a spreadsheet of applicants. Applications will be forwarded to the review group of Wenzl, Pauli, Scoular and Weber.

Unity Square tour follow-up. Most of the group met on Aug. 3 at 6:00 pm for a tour of the facility conducted by Jerry Jungers. Considerable discussion about capital improvements needed. The pressing need currently is the pool HVAC, which the City will be pursuing this fall. No Board action needed. In 2021 budget, capital needs put in

were a boiler burner and \$20,000 worth of bathroom fixtures (approximately half of need according to engineering document).

Youth sports/activities guiding concepts and next steps – Sandvig spoke on putting together bullet points to address how transition and full implementation of the City Park & Recreation program will be for presentation to the various groups.

2022 budget planning process – Forman to provide budget information for Board to see and look at prior to getting to next July and having to rush to do it.

The next regular meeting will be September 10, 2020 at 8:00 P.M. at the City Visitor’s Center.

Heidi Wellnitz, Secretary/John Forman, City Administrator

Brian Sandvig, Park & Recreation Board President

John Forman, City Administrator