

**City of Milbank: Parks and Recreation Board**  
**Regular Meeting: July 27, 2022**

**Members Present:**

Brian Sandvig       Steve Wenzel       Heidi Wellnitz       Keith Weber  
 Rondi Scoular       Brian Pauli       Jody Bear       Matt Wilson  
 Luis Jimenez

Others present: John Forman, Dan Keyes, Ron Krause, Eric Pulling

1. **Call to Order & Roll Call:** Meeting was called to order by Brian at 6:00
  - a. Public Participation:
2. **Approval of the agenda:**
  - a. Addition of the Park Development Committee Meetings from 6-9-22
  - b. Motion to approve by Steve seconded by Matt
3. **Public Participation:** Terry & Mark from Building Our Families. An organization to support the foster families in our area. They would like the board to consider a discounted rate for local foster kids to come to Unity.
4. **Staff Reports:**
  - a. **Parks & Rec Manager:**
    - i. Resignation of Laura – working to fill that role and hire
    - ii. Lifeguard certification training, meetings, purchase orders, completion of summer rec programs, summer celebration planning, Community foundation applications,
  - b. **Parks & Cemetery Manager:**
    - i. Baseball fields ready for tournaments, outlets at Farley, put up swings at Farley, Prayed around ponds, planted 14 spruce trees, cut and trimmed all parks and cemeteries, mowed camp sites, fixed water leaks
5. **Other Reports:**
  - a. **Ad Hoc Bicycle Pedestrian Trails Committee**
    - i. Update below
  - b. **Future of Unity Health & Fitness Committee**
  - c. **Existing Unity Health & Fitness Committee**
    - i. Lobby project should be completed by year end
  - d. **Park Operations & Development Committee**
    - i. We would like splash pad to be open on Memorial Day
  - e. **Finance Committee:**
    - i. Concern with cooperate members: working on agreement and incentives
  - f. **City Administrator**
    - i. Irrigation is in on soccer field, and it has been sprayed. Seeding scheduled for the first 2 weeks of September. Lights are in and instillation is coming
    - ii. Pribyl Park playground equipment is here and will be installed the week of August 8<sup>th</sup>
    - iii. Restrooms: delayed. Sites are prepped when they show up.
    - iv. Picnic shelters should be delivered next week Monday or Tuesday
    - v. Dog Park fence: Made a 2<sup>nd</sup> gate.
    - vi. Community garden fence extended
    - vii. Baseball Update

1. Purchasing materials, contractor hired to do install. J&J will have field ready next week. Sod and fence purchased.
2. Bidding drainage Friday
3. August 8<sup>th</sup> baseball field will start (7 week build)

**6. Discussion/Action**

- a. Presentation: Bicycle Pedestrian Trails Committee from Eric Pulling
  - i. Eric Pulling present
  - ii. Broken down to 3 goals: Kid Safety, Connecting Park and Long-Range Users
  - iii. Working to connect parks with safety at the forefront.
  - iv. Working with new construction on HWY 15 to add an 8ft path
    1. Look into grant to help with this
  - v. Broken into phases to work with anticipated construction
- b. First District: Proposal to help us with the phases and breakdown of Master Trail Plan
  - i. Cost estimates, feedback, and various other information
- c. **Heidi made a motion to recommend to the city that as they are preparing the 2023 to budget for First District at a price of \$8-12,000 professional fees to work with the Bike/Ped trail process. Seconded by Steve. Motion passed.**

**7. Consent Calendar**

All items under the consent calendar will be acted upon in one motion unless a board member requests for an individual item to be taken up under DISCUSSION/ACTION

- a. **Approval of minutes for board and committee meetings:**
  - i. **Regular Park & Recreation Board meeting minutes 5-25-2002**
  - ii. **Regular Park & Recreation Board Meeting Minutes 6-22-22**
  - iii. **Bike Pedestrian Trails Committee Meeting Minutes 6-14-22**
  - iv. **Bike Pedestrian Trails Committee Meeting Minutes 6-20-22**
  - v. **Park Development Committee Meeting 6-9-22**
  - vi. **Finance Committee Meeting Minutes 5-23-22**
  - vii. **Finance Committee Meeting Minutes 6-20-22**
- b. **Motion to approve consent calendar by Steve and seconded by Matt**

**8. Next meeting:**

- a. Wednesday, August 24, 2022 at 6:00: Visitors' Center
9. **Adjourn:** 7:00pm

Respectfully Submitted by: Heidi Wellnitz, Secretary

Brian Sandvig, Park & Recreation Board President: \_\_\_\_\_

Dan Keyes, Park & Recreation Manager: \_\_\_\_\_