

**City of Milbank: Parks and Recreation Board**  
**Regular Meeting: March 23, 2022**

**Members Present:**

1. **Call to Order & Roll Call:** Meeting was called to order by Brian at 6:07
  - a. Rondi Scoular, Heidi Wellnitz, Jody Bear, Steve Wenzl, Brian Sandvig
  - b. John Forman, Dan Keyes, Mindy Rogers, Mike Hanson
2. **Approval of the agenda:**
  - a. Addition to agenda: confirm the color scheme for both the Pribyl Park playground and the splash park project
    - i. Color schemes: add some accent to the Pribyl Park design & splash park color is good
  - b. Motion made by Steve to approve agenda and seconded by Brian. Motion passed unanimously
3. **Public Participation:** N/A
4. **Staff Reports:**
  - a. **Parks & Rec Manager:**
    - i. VQCF project, staff recruitment for summer2022, Lifeguard certification, recreation intern, splash park, variety of recreation services, additional pool hours and classes, kiddy pool sand filter fixed, and autofill system has been fixed.
    - ii. Will investigate a rental agreement for non-profit
  - b. **Parks & Cemetery Manager:**
    - i. Ice rink daily, picnic table repair, mowing contractor, snow removal, closed ice rink
5. **Other Reports:**
  - a. **Ad Hoc Bicycle Pedestrian Trails Committee**
    - i. Eric & Erek will be heading up meetings
  - b. **Future of Unity Health & Fitness Committee**
    - i. Waiting on sketches from Banner
  - c. **Existing Unity Health & Fitness Committee**
    - i. Boiler & Update of lobby
  - d. **Park Operations & Development Committee**
    - i. Park is flagged
    - ii. Splash Pad -MOU has been revised
  - e. **Finance Committee:**
    - i. There will be multiple supplemental budgets coming
    - ii. Budget planning process (next month)
  - f. **City Administrator**
    - i. Will be beginning letting for baseball field soon

## 6. Discussion/Action

- a. Jack & Jill Park Restroom
  - i. A motion was made by Heidi to forward a recommendation to the city council for the purchase and installation of a unisex prefabricated one stall bathroom at Jack and Jill Park. Seconded by Steve. Motion passed unanimously.
- b. Lake Farley Park Restroom
  - i. A motion was made by Rondi to forward a recommendation to the city council for the purchase and installation of a unisex prefabricated one stall bathroom at Lake Farley Park. Seconded by Steve. Motion passed unanimously
- c. Hurley Park Picnic Shelter
  - i. A motion was made by Heidi to forward a recommendation to the city council for the purchase and installation of a picnic shelter at Hurley Park, as per the attached specifications. Seconded by Rondi. Motion passed unanimously
- d. Lake Farley Park Picnic Shelter
  - i. A motion was made by Steve to forward a recommendation to the city council for the purchase and installation of a picnic shelter at Lake Farley Park, as per the attached specifications and cost estimate. Seconded by Heidi. Motion passed unanimously
- e. Lake Farley Park Storm Shelter
  - i. A motion was made by Heidi to forward a recommendation to the city council to approve pursuing grant funding for the construction of a storm shelter at Lake Farley as proposed by the committee. Seconded by Steve. Motion passed unanimously
- f. Unity Lobby Remodel Project
  - i. A motion was made by Rondi to forward a recommendation to the city council to approve moving forward with the procurement process for the remodel of the lobby at unity Health & Fitness. Seconded by Heidi. Motion passed unanimously
- g. Unity – Primary Boilers
  - i. A motion was made by Steve to forward a recommendation to the city council to approve moving forward with a recommendation to the procurement process for the purchase and installation of two large boilers at Unity Health and Fitness. Seconded by Rondi. Motion passed unanimously

## 7. Consent Calendar

- a. Motion made by Rondi, Seconded by Steve for Approval of minutes for board and committee meetings:
  - i. 2/22/2022 Finance Committee Meeting Minutes
  - ii. 2/23/2022 Park & Recreation Board Meeting Minutes
  - iii. 3/3/2022 Special Parks & Recreation Board Meeting Minutes
  - iv. 3/15/2022 Park Development Committee Meeting Minutes
  - v. 3/15/2022 Unity Improvement Committee Meeting Minutes
- b. Approval of Financial Reports:

- i. February 2022 Expense Report
  - ii. February 2022 Revenue Report
- 8. **Next meeting:** March 3<sup>rd</sup> noon (Splash Pad)
  - a. Wednesday, April 27, 2022 at 6:00: Visitors' Center
- 9. **Adjourn:**
  - a. A motion was made by Steve to adjourn, seconded by Rondi. Motion Passed
  - b. Meeting was adjourned at 7:27 pm

Respectfully Submitted by: Heidi Wellnitz, Secretary

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

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