

## **City of Milbank: Parks and Recreation Board**

### **Regular Meeting: December 22, 2021**

#### **Members Present:**

1. **Call to Order & Roll Call:** Meeting was called to order by Brian at 6:00
  - a. Brian Sandvig, Matt Wilson, Keith Weber, Rondi Scoular, Heidi Wellnitz, John Forman, Dan Keyes, Luis Jimenez, Mindy Rogers, Jody Bear, Ron Krause, Mike Hanson
2. **Approval of the agenda:**
  - a. Move 6.4 in front of 4.1
  - b. Motion made by Steve to approve agenda and seconded by Matt. Motion passed unanimously
3. **Public Participation:**
  - a. Mary Lynn Fields: Would like the board to consider renaming it back to Unity Square and is opposed to an electric sign due to the city having one across the street.
4. **Staff Reports:**
  - a. **Parks & Rec Manager:**
    - i. Pool re-opened to the public on December 11<sup>th</sup>
    - ii. Completed annual reviews for FTE
    - iii. VB & Pickleball are still having success
    - iv. Couple's Dance will begin this spring
    - v. Signage with Spanish translation being put up in building
    - vi. Looking into boilers and possible solutions
  - b. **Parks & Cemetery Manager**
    - i. Bathroom closures, snow preparation, Christmas decorations, working on Ice rink, and many hours at Unity
5. **Other Reports:**
  - a. **Ad Hoc Bicycle Pedestrian Trails Committee**
    - i. Committee chairs: Chair: Eric Pulling Vice Erek Holmquist
    - ii. Scope of committee
    - iii. Needs: Map of parks, schools, Highways
  - b. **Future of Unity Health & Fitness Committee**
    - i. Concept would be an 8,000 sq ft space added on.
    - ii. Use 4,000 for equipment which would free up other spaces and allow for an additional 4,000 space for new ideas (family friendly space)
    - iii. Would like to get engineered drawings to see what that looks like and budget friendly
  - c. **Existing Unity Health & Fitness Committee**
    - i. Will be meeting soon
  - d. **Park Operations & Development Committee**
    - i. Pribyl Park: Request for playground equipment, Net, concession stand/expanded and drinking fountain

- ii. Cantine Court: Resurfacing of court ( ½ court of bond and ½ paid for by the school)
- iii. Farley: Bathhouse/Bathroom/Storage: Committee will get design for quote; used swings will be placed by the beach by the playground
- iv. Jack & Jill: Bathroom (Bond): Quote for stick build and prebuilt; basketball court (cement), hoops and lights, additional equipment (bond), diagonal parking
- v. Hurley: Committee will work on formal agreement for splash pad
- vi. Dog Park: Get quote for water to park
- vii. Signage: Name, activities – Get quote
- viii. Security cameras to tie into all parks and PD – Quote
- e. **Finance Committee:**
  - i. None
- f. **City Administrator**
  - i. Unity Chiller & Control center advertised
  - ii. Soccer field received 1 bid (\$166,000) to light both soccer fields as designed
    - 1. Irrigation was attempted but was too wet to proceed and will happen in the spring
    - 2. Will upgrade better grass for seeding for use in the fall

## 6. Discussion/Action

- i. Annual Nomination & Election of Board Officers
  - 1. **A motion was made by Matt and seconded by Rondi to maintain officers as is for another year – Motion passed**
- ii. Proposed Regular Park & Recreation Board Meeting Schedule 2022
  - 1. Rondi made a motion to approve the regular park and recreation board meeting scheduled for 2022 as submitted - seconded by Jody. Motion passed
- iii. Proposed Unity Holiday Schedule 2022
  - 1. Motion was made by Heidi to approve the holiday schedule as submitted seconded by Rondi – motion passed.
- iv. Milbank School District Request to utilize Hurley Park as a practice field
  - 1. Ryan Scoular on behalf of the Milbank School: presented a letter from Superintendent Downes to request usage of Hurley Park for practice football for the next 5 years. The school would put in irrigation that was not put in by other entities.
  - 2. Ron stated the city could maintain the fields with mowing and lines
  - 3. The school would take on the water expense for the water for the fields
  - 4. There would not be a need for goal posts
  - 5. The football sheds would be there for the duration of the use
  - 6. **A motion was made by Keith and seconded by Steve to recommend to the city council that the park and recreation board is in favor of the district using Hurley Park as a football practice field, on the condition that a separate written agreement be developed between the city and**

**the district for use of said property, and for the parties to be in mutual agreement of the terms as contained therein.**

v. Post Program Report – Youth Flag Football

**7. Consent Calendar**

- a. Motion made by Heidi, Seconded by Keith for Approval of minutes for board and committee meetings:
  - i. 11/15/2021 Finance Committee Meeting Minutes
  - ii. 11/17/2021 Park & Recreation Board Meeting Minutes
  - iii. 12/6/2021 Bicycle Pedestrian Trails Committee Meeting Minutes
  - iv. 12/7/2021 Future of Unity Health & Fitness Committee Meeting Minutes
  - v. 12/9/2021 Parks Operations and Development Committee Meeting Minutes
- b. Approval of Financial Reports:
  - i. November 2021 Expense Report
  - ii. November 2021 Revenue Report

8. **Next meeting:** Wednesday, January 26, 2022 at 6:00: Visitors’ Center

9. **Adjourn:**

- a. Meeting was adjourned at 8:00 pm

Respectfully Submitted by:  
Heidi Wellnitz, Secretary

Park & Recreation Board Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Park & Recreation Manager: \_\_\_\_\_ Date: \_\_\_\_\_