

## **KASSON PARK BOARD MINUTES FEBRUARY 18, 2014**

Pursuant to due call and notice thereof, a meeting of the Kasson Park Board was duly held at the Kasson Public Works Building on the 18<sup>th</sup> day of February 2014 at 6:00 P.M.

**THE FOLLOWING PARK BOARD MEMBERS WERE PRESENT:** Chuck Coleman, Jason Moritz, Terry Meyers, Greg Kuball, Roger Franke and Liza Larsen (arrived at 6:10 P.M.)

**THE FOLLOWING WERE ABSENT:** None

**ALSO PRESENT:** Gretta Becay, Louise Anderson, Jerry Struthers, Sandy Musolf, Jason Farnsworth, Mark Anderson, Keith Rupert, Tedd Gilkison, Rose Carlson, Gene Carlson, Coy Borgstrom, Parks and Recreation Supervisor Ron Unger, Deputy Clerk Jan Naig and City Administrator Randy Lenth

**I. Call to Order:** The meeting was called to order at 6:03 P.M. by Kuball.

**II. Approve minutes:** Motion by Moritz and second by Meyers, with all voting Aye, to approve the January 2014 Park Board Minutes.

The order of the Agenda was changed due to Larsen's absence. The discussion will begin with Item D. Boulevard tree program.

**III. New Business:**

**A. Boulevard tree program.** Unger has the order forms available for the 2014 Boulevard Tree Planting Program. The prices submitted by The Treehouse are up from 2013. Residents are able to order trees on the 50%-50% cost share program until March 31, 2014. An Autumn Gold Ginkgo has been added to the trees that are available to order.

**B. Oath of Office-Larsen.** At the January 22<sup>nd</sup> City Council meeting Mayor Tjosaas reappointed Liza Larsen to the Park Board for another three year term. Chairperson Kuball administered the Oath of Office.

**C. Hire 2014 Aquatic Manager & Shift Supervisors.** In December, two candidates were interviewed for the Manager position. The interview committee had good comments about all of the candidates. The committee recommended hiring Alaina Pappas as Manager for the 2014 season and hiring Josh Mitchell as Supervisor/Assistant to the Manager. He will work directly with Pappas to learn the operation of the Aquatic Center with the intention of managing the facility in 2015. The recommendation of the interview committee is to hire Marissa Dufault, Kyle Glowa and Khendra Johnson as Shift Supervisors for the 2014 season.

Motion by Moritz and second by Meyers, with all voting Aye, to hire Alaina Pappas as Aquatic Center Manager, to hire Josh Mitchell as Supervisor/Assistant to the Manager (subject to completion of the necessary Red Cross certifications), to hire Marissa Dufault, Kyle Glowa and Khendra Johnson as Shift Supervisors and to hire Peter Schwartz, Jesse Johnson and Bailey Griffin as W.S.I.'s for the 2014 season. The Board amended the motion to include the wages. The hourly rate for Pappas will be Grade 3 Step 6-\$16.67; the hourly rate for Mitchell will be Grade 3 Step 2-\$14.67 with a possible review in mid-summer. The hourly rate for the Shift Supervisors and W.S.I.'s will be \$12.00 and \$10.25 respectively.

**D. Discuss 2014 water aerobics program.** Xtreme Fitness ran the aerobics/fitness programs in 2013. Unger plans to review the programs and will have 2013 information for the March Park Board Meeting.

**E. Adult softball managers' spring meeting.** Unger has a meeting with the local team managers set for Tuesday, March 11<sup>th</sup> at 6:30 P.M. He indicated the MN State Federation has made some changes. One of those changes is in the type of softball that all teams in the district and state are required to use. After the program directors' meeting in Mankato, a second local meeting will be scheduled to distribute materials.

It was noted that the Hayfield league may fold this year so we may pick up some additional teams.

**F. Advertise for open positions.**

**1. Seasonal Park Maintenance.** Unger will be hiring two individuals for park maintenance in 2014. The number of hours and months worked will change this year due to the health insurance mandates of the Affordable Care Act.

**2. Veterans Park concessions stand employees.** Unger will be hiring three to four people to staff the concession stand from 6 p.m. to 9 p.m. daily. The salary will be \$8.00 per hour. There was discussion about the need to have someone certified by the MN Department of Health to oversee all city concessions stands.

**3. Park Board volunteer.** There is still an opening for a Park Board Volunteer. Letters have been sent. A notice will be in the City's newsletter. Other avenues will be explored to get the message out to the public.

**IV. Old Business:**

**A. Lions Park update.**

**1. Proposal to relocate playground modular.** Kuball informed the Board that when the modular was installed, the dirt that the City added in Lions Park was in violation of our Flood Plain ordinance. The Park Board needs to plan for the future and continue moving forward with a

master plan for the new park in the land that was purchased to the west of Lions Park. There was some confusion about planning for the new park and moving the modular if the City Council does not approve the rezone for the development in Lions Park. The land swap was not connected to the Oppidan Development Project. The park land has already been acquired. Unger has a bid from Clearwater Recreation to move the modular. The proposal of \$20,750.00 does not include moving the wood chips or setting the drain tile under the modular. If the modular is going to be relocated this spring/summer, the project needs to be on their schedule by early March. If the rezone for the Oppidan Project is not approved, the funding for moving the modular will be from the Park Budget – by delaying the purchase of a budgeted mower. The question was asked that if the proposal is accepted, would we still be able to cancel the contract. Unger stated we would be able to cancel by giving Clearwater Recreation notice.

Motion by Larsen and second by Franke, with all voting Aye, to accept the contract from Clearwater Recreation in the amount of \$20,750.00 to disassemble and move the modular in Lions Park so that the project can be scheduled.

**2. Discuss skate park and disc golf locations.** The tentative site for the skate park is the city-owned lot between the two apartment buildings on County 34. The Board needs to determine if the cement pad will run north/south or east/west. A surveillance camera will be added to the site.

There are four to five disc golf baskets that will need to be relocated. The course layout may need to be redesigned.

**B. Arena update.** Coleman and Meyers were in attendance at another meeting between City representatives and County Board representatives to discuss the use of the Ice Arena during Dodge County Fair Week. This is the first year (2013) that the Arena has been close to breaking even. From a financial standpoint, City representatives do not feel removing the ice is the best option. Three options were discussed: build a new arena, remove the ice during Fair Week or purchase an insulated cover for the ice. It was also suggested that a cover or structure could be built over the outdoor rink. Another option was to change the date of the Fair to times when there are fewer programs at the Arena. This still interrupts the Arena's programs and has the added costs of removing and installing the ice. The discussions will continue at the County level. The Park Board was reminded there will not be a change in 2014.

It has taken Manager Howarth 15 years to build up the arena programs. If those programs are lost to other rinks, we will never get them back. Meyers reminded the Board that the Arena was built with a Mighty Ducks Grant. One of the grant requirements was having the various levels of government

working together under a joint powers agreement. Meyers also has concerns about the private donors who worked hard to get the building constructed. They are not going to be happy if the City and County are not showing good management of the facility.

**C. Movies in the Park sponsorships.** Last year the cost was about \$460.00 for each movie that was shown. The City has a limited budget for the Movies in the Park. Naig asked if Kasson Chamber Members or organizations could be contacted about sponsoring a Movie in the Park to help defray the cost. The advertising/promotions would list the business or organization as sponsor for their movie night. Motion by Larsen and second by Franke, with all voting Aye, to plan four movie nights and to find sponsors to pay \$300.00 each toward the cost of a Movie in the Park; any additional costs will be paid from the Park Budget.

**V. Correspondence: None**

**VI. Adjourn:** Motion by Larsen and second by Franke, with all voting Aye, to adjourn the meeting at 7:58 P.M.

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Chairperson

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Deputy Clerk

The next meeting will be on March 25<sup>th</sup> at 6:00 P.M.