

## Meeting Minutes: Owatonna Park Board

**Date:** January 11, 2021

**Location:** Virtual, Microsoft Teams

Board Members	Present	Absent	Others Present, Staff	Others Present, Guests
Andi Arnold	X		Troy Klecker, Community Development Director/Parks and Recreation Interim Director	
David Christianson	X		Jesse Wilker, Parks Manager	
Jonathan Douglas	X		Tim Truelson, Recreation Manager	
Jonathan Thiel	X		Eric Anderson, Recreation Manager	
Angie Malo, Secretary	X		Dani Bakken, Recreation Supervisor	
Greg Posch, Chair	X		Dani Licht, Recreation Supervisor	
			Mary Jo Knudson, Recreation Supervisor	
			Jessica Abrahams, Administrative Technician	

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): None	
Call to Order	Meeting called to order at 4:30pm	
Roll Call	Andi Arnold – Present David Christianson – Present Jonathan Douglas – Present Angie Malo – Present Greg Posch – Present Jonathan Thiel – Present	
Approval of Agenda	A motion was made by David Christianson to approve the agenda with a second by Andi Arnold. With a roll call vote, all members present voted aye for approval.	Motion: David Christianson Second: Andi Arnold Approved
Virtual Meeting Statement	Greg Posch read the Meeting Determination issued by City Administrator Busse on March 20, 2020 requiring meetings not be held in person during the current state of emergency because of COVID-19 concerns. This meeting was a virtual TEAMS meeting accessible by calling 507-242-3225 and entering the Conference ID: 151 507 569#. All participants are attending virtually, board members present are David Christianson, Angie Malo, Andi Arnold, Greg Posch, Jonathan Douglas, and Jonathan Thiel. Park and Rec staff present include Troy Klecker, Jesse Wilker, Tim Truelson, Eric Anderson, Danni Bakken, Dani Licht, Mary Jo Knudson, and Jessica Abrahams.	
Approval of Minutes	December 14, 2020  Jonathan Thiel made a motion to approve the minutes with a second by Angie Malo. With a roll call vote, all members present voted aye for approval.	Motion: Jonathan Thiel Second: Angie Malo Approved
Persons wishing to appear	a. None	

Park Permits	<p>a. Ice Fishing Contest – February 6 at Lake Kohlmier Tim Truelson suggested we let the group coordinating the event know they must follow the COVID event guidelines set by the Governor.</p> <p>Jonathan Douglas made a motion to approve the park permit with a second by David Christianson. With a roll call vote, all members present voted aye for approval.</p>	<p>Motion: Jonathan Douglas Second: David Christianson Approved</p>
Staff Reports	<p>a. 2019 and 2020 YTD Budget through December 31, 2020 – Under budget for the year when comparing revenues minus net expenses. There will be a couple more expenses to come through for 2020 but overall, we should end up slightly under budget. 2021 is off to a slow, similar start as 2020 but we are hopeful things will open up the second half of the year and it'll be a more normal year. Overall staff did a good job of monitoring budgets for 2020. Mary Jo Knudson reported park maintenance is expecting \$17,000 to come in, to be included in 2020's budget, from a DNR grant for tree inventory for the emerald ash borer.</p> <p>b. Youth Recreation Report – A special events report was included in the packet which included all 2020 special events. We averaged 2-3 special events/activities per month throughout the year; staff did a good job keeping youth engaged during COVID. We were able to run all of our youth programs with the exception of soccer, t-ball and mini sluggers. Participation numbers are down from the previous year due to cancelling programs and the Owatonna School District's policies of not allowing students outside the school district in the facility and not allowing adults/parents in their facilities which means parents can't watch their kids' games; staff is working on an option for taping the games so parents can watch virtually. Youth basketball and hockey began last Saturday, January 9<sup>th</sup>. Youth basketball is the first program we've used volunteer coaches since COVID, and it seems to be going well. Angie Malo stated the Owatonna Middle School purchased fat tire bikes with a grant and have been using them for classes and the kids have been really enjoying them. She asked if staff knew of any opportunities where we could purchase some and do some programming with them such as offering guided trail rides. Tim will talk to the Owatonna Middle School teachers and Steele County to see if there are any opportunities to obtain some.</p>	<p>Troy Klecker reported</p> <p>Tim Truelson reported</p>
Unfinished Business	<p>a. COVID-19 Updates – Eric Anderson reported the Tennis Center recently reopened for open play; the West Hills Social Commons is planning on opening January 20<sup>th</sup>; therapeutic recreation is sticking with virtual programming for the foreseeable future, and swimming lessons are starting back up tonight. Tim Truelson reported youth programming started up again this week and skating at Morehouse began a couple of weeks ago and has been extremely busy. As of today, the chalet can be open at 25% capacity for a warming house and food consumption, no bonfires will be held this year due to gathering guidelines. Cross country ski trails have been groomed and packed. The school district is still not allowing adult programming in their facilities; however, Faribault is able to offer adult volleyball, Tim sent out Faribault's information to last year's Owatonna volleyball players as an option for playing this</p>	<p>Park and Rec Staff reported</p>

	<p>year. Andi Arnold stated that staff has done a good job offering opportunities to keep kids busy.</p> <p>b. We All Play – Owatonna Live held virtual BINGO last night as a fundraiser. Approximately \$60,000 is left to raise. The water and sewer have been hooked up to the building, the field base is complete and digging for the retention ponds will begin soon.</p> <p>c. Tennis Pro Update – The Tennis Association has completed the recruiting process; there is a preferred candidate, and a contract is being drafted. The candidate will manage the whole tennis facility.</p>	<p>Tim Truelson reported</p> <p>Troy Klecker reported</p>
<p>New Business</p>	<p>a. Winter Weekend Out/Bold &amp; Cold – Winter Weekend Out activities include a Snowman Building Contest during the month of January, Snowman Clue which runs January 15-31, a Cardboard Sled Race to be held January 30 and Family Ice Fishing on January 31. As part of Bold &amp; Cold we are offering snow sculptures again this year, three teams have signed up, ideally we’d like to have four teams participate.</p> <p>b. Naming of Nass Woods Property – The park crew has worked to complete the Daikin Soccer Complex. The Nass family donated the land for the Daikin Soccer Complex and have made a second land donation which includes property off Rose Street, adjacent to the creek. The property will likely be a passive recreation area with trails. The family has requested everything east of the creek be named Nass Woods. The family has been very generous in donating the land and the Owatonna Park &amp; Rec department is fortunate and thankful for all of the park land that has been donated by families throughout the years. Andi Arnold moved to approve the land be named Nass Woods, Angie Malo seconded the motion. With a roll call vote, all members present voted aye for approval. The naming will be brought to City Council for final approval.</p>	<p>Jessica Abrahams reported</p> <p>Troy Klecker reported</p> <p>Motion: Andi Arnold Second: Angie Malo Approved</p>
<p>Board Questions/ Comments</p>	<p>David Christianson – None.</p> <p>Angie Malo – Wondered if the Tennis Pro would be an independent contractor and run the same way as Brooktree. Troy Klecker reported the Tennis Pro will be an independent contractor. Also, staff is looking at using new software, Club Prophet, for the golf course.</p> <p>Andi Arnold – None.</p> <p>Jonathan Thiel – Asked if we knew how many people participated in the December activities we offered. Jessica Abrahams reported we received over 100 Santa letters, handed out over 60 soccer balls for the Soccer Ball from Santa activity, and it was hard to estimate numbers for the Elf in the Park and Candy Cane Hunt as those were done online but those activities did seem to go over well. Park Board members have noticed people have been participating in unstructured activities more, kids have been spending more time outdoors, and commented that Park and Rec staff has done a good job of providing opportunities for kids and families to stay active and engaged during COVID.</p>	

	<p>Greg Posch – Has heard Kaplan’s Woods mountain bike trails are the best in the area and when he was recently at Kaplan’s Woods there were people there from Rochester and Iowa. One concern regarding the mountain bike trails is people walking on the trails; Jesse Wilker reported signs to discourage people from walking on the mountain bike trails have been ordered and will be installed soon. Greg is concerned about people walking on the wildflowers that have been planted on the northeast corner of Lake Kohlmier; people are creating paths through them to get from the trail down to the lake. Jesse will take a look and see what can be done. Greg wondered if anything has transpired regarding Park Board’s approval, from a couple meetings ago, to allow the amphibious boat on Lake Kohlmier. Troy Klecker said it has been brought up to City Council, but they are wary of the precedence it might set; the decision is on hold for now. Greg also asked about the hiring of the Park and Rec director. Troy reported there is a preferred candidate who is going through the interview process; if all goes well with the process an offer will be made to the individual.</p> <p>Jonathan Douglas – Asked for final deer hunt numbers. Mary Jo Knudson reported 10 total were taken; 4 in the first season and 6 in the second. Mary Jo stated a group will be meeting to reevaluate the deer hunt and possibly make some changes. Angie Malo asked if Park and Rec staff have taken many calls in regards to deer being a nuisance in town. Staff have not taken many calls. Many board members and citizens have reported seeing many deer around town though.</p> <p>Eric Anderson – Lifeguard training classes will be offered soon; he would like the board’s help in getting the word out.</p>	
Adjournment	<p>Adjourned at 5:34pm.</p> <p>Jonathan Thiel made a motion to adjourn the meeting with a second by Jonathan Douglas. With a roll call vote, all members present voted aye for approval.</p>	<p>Motion: Jonathan Thiel  Second: Jonathan Douglas  Approved</p>
Next Meeting	Monday, February 8, 2021	