



Parks & Recreation Board Meeting
City Council Chambers, City Hall, 612 N. Main Street
July 11, 2024

1. Call to Order

Meeting called to order by Andy Jerke, Vice President of the Board, at 6:02 PM

Present: Andy, Jerke, Pat Skinner, Luke Norden, Clayton Deuter, Dennis Thompson, Adam Schulz, Rachel Wrought

Absent: Council Liaison: Susan Tjarks

Staff Present: Kevin Nelson, Angel DeWaard, Steve Roth, Mayor Hanson

2. Oath of Office: Agel DeWaard To Issue Oath Of Office to New Park Board Member Rachel Wrought

Angel DeWaard issued the Oath of Office to New Park Board Member: Rachel Wrought

3. Citizen's Input

4. DELEGATIONS

5. ADDITIONS OR DELETIONS

Motion Norden, Second Thompson to approve the Agenda. Motion carried.

6. Minutes

Minutes of the May 9, 2024, meeting were reviewed. Motion Deuter, Second Norden to approve the May 9, 2024, Minutes as reviewed. Motion carried.

7. Approve Financial Reports

Motion Norden, Second Schulz to approve the Bills as submitted with Jerke abstaining. Motion carried.

8. Department Reports

Recreation Board Report

June 14 – July 11

Kevin DeVries

Programs:

Programs have been up and going well. We have had some rain days in June this year that have put a damper on a few days. We will be trying to make up some days in programs if possible. Crazy as it seems, we will start taking Registration for Fall/Winter programs on July 15 already.

The Outdoor Aquatic Center has been up and down. The weather has not really cooperated for the first month. We've had more rain days than all of last year and other days where it hasn't rained it's been cool and cloudy, but we stayed open. When it has been nice out, we've had a great turnout, so we are hoping July and August will be good weather months. I think we do need to look at closing policies for next year and possibly time changes for opening and closing.

Recreation Center:

The Recreation Center has stayed busy with members this summer so far. The mornings are particularly busy.

Athlete training is very steady and usually starts about 8:00 am and goes until late afternoon.

We hosted the Cornbelt team basketball camp for 3 weeks in June. He had a lot of teams and kept things busy here all day during those days.

We have had issues with our heating and cooling units as well as our men's bathroom in the back area that have added some unanticipated repair and maintenance costs this year. We hope to get our cooling system for the indoor aquatic center fixed in the next month or so after approval from the council.

We will also have a potential issue with our sewer lines going out to the main line. We've had one bathroom back up several times over the last month or so and had Bender's and Krohmer's work on it. They both say our lines are bad. We have a company coming to look at potential fixes the week of July 8.

Chris will be sending out information packets to all the incoming preschoolers for next school year. We have a few openings yet in our 4-year-old classes, otherwise we are just about full.

Parks & Forestry Board Report July 2024

- Work continues at Patton Young on the playground when weather allows and when we have time after our day-to-day operations.
- Hauled trees piles from Kippes Park and the first access lot west of the substation on west 23rd street

- Had to pump water out of different areas in Hitchcock, Patton Young, Doty, Jennewein and the flower gardens
- Helped Public works removing trees by a trailer court on the west side of town that was flooded
- Clean up the beaches around the lake from storm debris
- Working around the lake getting it ready for the 4th by mowing, trimming, dragging the beaches, putting out extra dumpsters for fireworks
- Moved some of the docks in up out of the water to be used
- Putting buoys back in the right locates the high water moved them around
- Helping at the campground hauling firewood in, cleaning the beach, fixing wash outs in the roads from the heavy rains, fixing the trail that goes down to the beach
- Fogged the city twice once the week of June 24th and July 2nd and treating standing water for mosquitos
- Having to deal with a lot of mowing and trimming with all the rains the grass is growing really well
- The residing project is done at Day Camp and they are almost done at the Sportsman's club
- Day to day operations

PARK BOARD REPORT – SPORTS COMPLEX

July 11, 2024

CADWELL:

- Kiwanis tournament June 29th, 19 teams. 8-, 10- and 12-year-olds.
- Men's softball last night is July 31st, city tournament is August 6 and 7. Women's last night is July 25th. Co-ed starts August 1 for 6 weeks.
- Teeners goes until the end of July. Park and Rec baseball and softball is done July 18th.
- Started working on the stadium for state am tournament, August 7-18.
- Got the pole in for the light pole that blew over in the wind. Waiting on fixtures then will be installed when that spot is dry enough.
- As of now press box still needs carpet, counter top, chairs, part of seats taken out in grandstands, step installed, close off gaps and lettering on the back.
- Staff is: mowing, weed eating, prepping/cleaning from games, working on stadium, edging and sod work on B.

SOCCER:

- DWU clinic end of July.
- We will be marking out fields for fall a little different. With help from DWU coach.
- Irrigation main line changed. No longer wraps around to the north side of trees between fields 9 and 10, new rodeo grounds.
- Re-seeded and fertilized around bathrooms and gazebos.

- Mowing and working on irrigation.

July 2024 Director's Board Report

Full-Time Position Openings Filled at Hitchcock

As was reported last month, we had two full-time position openings to fill in the parks division, those being the crew leader (vacated by Brad, who was hired on as the airport manager and a park specialist (vacated by Alex, who went into private business ownership and operation). This past week, we hired for the park specialist position, and our crew leader. Brad will resume the role of crew leader, a position for which he feels better suited, again on July 8, and the newly hired park specialist will begin his duties two weeks later, on July 22.

Mosquito Control Grant Application and Related Spraying

Our application to the State of SD, seeking funding to supplement our mosquito control budget, was approved for \$12,000, the amount for which we applied. There were over 160 related grant-funding awards across the state, and only six recipients exceeded that which Mitchell received for mosquito control, so we are tapping into this resource at an appropriate level.

Steve's crew has fogged three times already this summer. Based upon the calls and feedback we receive, they could fog nightly, as there seems to be a bumper crop of the pests hatching nightly.

It costs approximately \$2,000/night to spray, including product, staffing, and fuel. We may request the council to authorize additional funding to continue fogging, in an effort to keep the local mosquito boom in check.

Department Budgets

All completed budgets are due in from department heads on July 31. Each parks department division head has been requested to have them in to me by July 10, allowing ample time for review of the documents.

Capital Improvements Prioritization List

There will be a list distributed via email to each of you to review and prioritize (rank via your opinion) in advance of the July board meeting. You are welcome to visit with others regarding such, but keep in mind that 'the public' will (likely) generally be looking to approve 'fun stuff,' as they may be lacking insight on needs related to equipment or infrastructure.

Boulevard Trees: Care, Compliance, Violations

As most know, boulevard trees, although city-owned, are the responsibility of adjacent homeowners to maintain, as is the grass on boulevards. At present, if homeowners neglect (trimming of) boulevard trees, they are sent a notice to trim the trees (which may be hanging too low into the street, etc.) or to call a private contractor to get that work done. If they do not comply, the Parks Department does the work (regardless of the amount of labor or equipment needed to accomplish the task) and invoices the violating homeowner \$100. The park board will be discussing adjusting this rate and/or the possibility of requesting an amendment to the existing nuisance ordinance, which would assign the work to a designated trees contractor with the adjacent homeowner then being invoiced for the related 'trees' work.

Pontoon Rentals at Campground

We had been planning to be ready for public rentals of the pontoon by June 1, but the

selection of the hydraulic (versus mechanical) boat lift (of the two options which we were presented) evidently resulted in a miscalculation (by the vendor) in the size of dock sections needed to surround the boat lift, as our vendor was still working to resolve this issue. Earlier this week, it was explained that the dock section is now in but that the vendor's boat/dock/lift crane (a large pontoon boat) was broken down. Thus, we were further delayed, but all should be ready to go the week of July 8.

Corn Palace Farmer's Market

The Corn Palace Farmer's Market made a location change to Hitchcock Park as of June 12. This location should work better for at least two main reasons, those being a) shade (for the vendors, potential buyers, and the products they are selling); and b) a local crowd already present, who are attending the community band concerts that are held on the same evenings.

Cadwell Field Press Box Finishing Touches

It sounds as though the remaining needs of the facility haven't been addressed in weeks, leading us into the final weeks before the deadline of July 31 for the contractor to have things wrapped up in advance of the state amateur baseball tournament.

Grant Application POET

A brief application was submitted to POET in June, with the intention of pursuing matching funding to assist with lighting for the dog park. I received the 'denial' letter in late June with an encouraging note to apply again next year.

Pickleball Courts

We'll be meeting with the engineer from SPN this approaching Wednesday to discuss plans, from a city and players perspective, for the courts.

Sewer Piping at the Rec Center

The Rec Center has been experiencing some repeat plugged sewer lines as of recent. Reed Bender has been over there on several occasions to address this and most recently videoed the inside of the pipes to see what we're dealing with in terms of the condition of them. A contractor from HK Solutions will be swinging through Mitchell next Wednesday, at which time we'll be looking at options for either repairs or replacement of sewer piping as needed.

Improvements at Day Camp and Sportsman Club

The privately funded improvements at the two facilities are progressing. The Day Camp is mostly completed, except for gutters on the building in some limited areas, some replacement black dirt along the base of the building, and tuck-pointing the chimney (to be within the City budget for 2025), whilst the Sportsman Club is in the middle of the re-siding portion of the improvements work.

Patton Young Playground

It is estimated that staff have about a solid (rainless) week of work remaining on the equipment, before their portion of the construction is completed. Then, we will await the concrete contractor to pour for the rubber matting to be placed upon. Then, the contractor for the rubber surface will need to do their install.

9. Approve Revised Campground Rules

Motion Deuter, Second Norden to approve the Revised Campground Rules. Motion carried.

10. Approve Amendment to 2024 Facility Use Agreement for Mitchell Soccer Association

Director Nielson informed the Board the amendment is to the soccer agreement for using the concession stand, which they have not utilized in several years. They would like to sell smaller concession items at a one-time tournament they will have this fall, so instead of paying the full concession stand lease, this would allow them to sell some smaller non-heated concession items at the outdoor Gazebo, noting it does specify for 2024 and would have to be renewed in the future. Motion Skinner, Second Deuter to approve the Amendment to 2024 Facility Use Agreement for Mitchell Soccer Association. Motion carried.

11. Approve the 2024-2025 Mitchell Figure Skating Club Facility Use Agreement

The Board reviewed the 2024-2025 Mitchell Figure Skating Club Facility Use Agreement. After a brief discussion, Motion Norden, Second Deuter to approve the 2024-2025 Mitchell Figure Skating Club Facility Use Agreement. Motion carried.

12. Approve the 2024-2025 Mitchell Skating and Hockey Association Facility Use Agreement

The Board reviewed the 2024-2025 Mitchell Skating and Hockey Association Facility Use Agreement. After some discussion, Motion Deuter, Second Schulz to approve the 2024-2025 Mitchell Skating and Hockey Association Facility Use Agreement. Motion carried.

13. Discussion: Boulevard Trees - Violation Trimming Fees

Director Nelson reviewed the current city ordinance for trimming boulevard trees, noting it is the penalty that we are seeking to change. Roth informed the Board. Generally, violations are complaint-driven. On receiving a complaint, the tree is looked at, and the property owner is sent a letter by Angel notifying them of needing to trim their boulevard tree, specifying the height required by ordinance, and it must be done within thirty days. If it is not done after thirty days, then our department goes back and trims the tree(s) and we send the property owner a bill for \$100, which does not cover our cost. Director Nelson noted we are looking at treating this the same as nuisance properties by contracting with a private contractor to come and do the trimming and then send the property owner a bill. The Board held a lengthy discussion and would like more research done into cost analysis of an hourly rate or per tree rate or combination of the two, as well as the feasibility and cost of adding a certified arborist(s) to staff.

14. Next Meeting Date

Thursday, August 8, 2024, at 6:00 PM

15. Adjournment

There being no further business, the Board adjourned at 6:58 PM