

**City of Medford Park Board Minutes**  
**January 20, 2009**  
**7 PM**

**MEMBERS PRESENT:** Tony Renchin, Naomi Jirele, Malonna Krogh, Julie Bruessel

**MEMBERS ABSENT:** Amy Merritt

**ALSO PRESENT:** Marie Sexton, City Council Person, Amber Kniefel, Jeff Karow

The meeting was called to order at 7:10 PM.

A motion was made to accept the agenda. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Tony. **MOTION CARRIED.**

A motion was made to accept the December 2008 minutes. 1<sup>st</sup> by Tony, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** None

**ELECTION OF 2009 OFFICERS:** A motion was made to elect Tony Renchin as Chairperson for 2009. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

A motion was made to elect Naomi Jirele as Vice Chairperson for 2009. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

A motion was made to re- elect Julie Bruessel as secretary for 2009. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Tony. **MOTION CARRIED.**

**OLD BUSINESS**

**SNOW PARK:** Julie reported that things have been going great at the snow park. Jeff thinks about 200 people have used the area. Julie will have the attendants start keeping count.

Because the ice house has been so busy the park board would like to extend the hours it is open.

A motion was made to extend the open hours at the ice house to as follows:

Monday 4- 7 PM

Tuesday 4-7 PM

Wednesday Closed

Thursday 4-7 PM

Friday 4- 8 PM

Saturday 12 PM- 8 PM

Sunday 12 PM - 6 PM

Also on January 26<sup>th</sup> from 12 PM- 6 PM and February 13<sup>th</sup> from 12 PM- 8 PM. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Tony. **MOTION CARRIED.**

The Park Board makes a request to the City council to let the park board inquire on hiring an outside person to clear the ice skating rink of snow when the snow is too heavy to shovel. The City does not have the equipment that is needed to remove snow from the ice.

**POOL:** Rich is ordering the drains for the pool.

**NEW BUSINESS**

**POOL:** The Park Board makes a recommendation to the City council to add a 20x40 addition to the concrete on the east side of the pool.

**PARK:** Amber presented the park policies to us.

A recommendation was made to the City council to omit the park policy on softball tournaments. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Tony. **MOTION CARRIED.** (See attached)

A recommendation was made to the City council that all park buildings be reserved for rentals for Thursday- Sunday from May 15<sup>th</sup>- September 15<sup>th</sup>. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The Park Board is concerned with the amount of storage the Civic Club is taking up in the Chalet. They had been approved to have 2 locked cabinets with their things in them. They currently have 6 locked cabinets and things stored in the utility room. We would like them to remove the locks from 4 cabinets and go back to 2 cabinets and that they remove their things from the utility room.

**ADDITIONAL PARK BOARD CONCERNS:** None

A motion was made to adjourn the meeting. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

Meeting adjourned at 9:20 PM.

**NEXT MEETING: FEBRUARY 3 AT 7 PM.**

**City of Medford Park Board Minutes**  
**February 3, 2009**  
**7 PM**

**MEMBERS PRESENT:** Tony Renchin, Malonna Krogh, Julie Bruessel, Amy Merritt, Naomi Jirele

**MEMBERS ABSENT:** None

**ALSO PRESENT:** City Council person, Marie Sexton, City Maintenance worker, Jeff Karow, Pat Merritt, and Mike Sjulstad.

The meeting was called to order at 7:08 PM.

A motion was made to approve the agenda. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

A motion was made to accept the January 2009 minutes. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** Jill Olson asked Malonna if the Park Board would be willing to help sell Spaghetti supper tickets for the Congregational Church. The church would like to make a donation to the pool renovations as part of their profits from the dinner. Malonna will contact Jill and get the tickets and then distribute the tickets to the park board members.

**OLD BUSINESS**

**CIVIC CLUB:** Mary Brandvold of the Civic Club contacted Marie because she was unable to attend the meeting. Marie said that the utility room at that chalet was cleaned out. They will see what they can do about clearing out some of the cabinets. Pat Merritt spoke up and said, "When I was mayor, it was decided to let the Civic Club have 4 locked cabinets in the chalet." There are currently 10 locked cabinets in the chalet. 2 of the cabinets do not belong to the Civic Club. It was agreed to let the Civic Club have 4 cabinets that have locks on them. Jeff and Marie will check on the cabinet situation.

The Civic Club would like to have an appreciation day picnic at the chalet for the people that help with Straight River Days on a non-scheduled Friday or Saturday in July rent free. The park board agreed that the Civic Club would have to wait until May 10<sup>th</sup> to book a non-scheduled Friday or Saturday.

Also the Civic Club would like to have inflatable games and mini golf on the softball field this year. As long as there are no big trucks or heavy equipment on the field the park board does not have a problem with what the Civic Club has planned for the softball field.

As soon as a schedule plan becomes available on the activities of Straight River Days the Park board would like a copy.

**SNOW PARK:** Julie reported that things are going well at the snow park. The attendants started keeping a daily attendance record on January 22. Since January 22, 119 people have utilized the warming house and in that time, the warming house was closed 2 days because of the cold temperatures.

**PARK POLICIES:** Marie reported that the city council adapted the changes to the park policies. Marie said some the non-profit groups would still like to book some Thursday – Sundays during the summer and do not want to have to pay a fee. The park board discussed the reasoning as to why we wanted the non-profits not be able to book Thursday – Sunday during the summer. It was decided we wanted the weekends to be available for graduation parties& family reunions first. There had already been inquires by nonprofit groups at the beginning of the year about booking their meetings for the whole year. This would include a lot of Thursday- Sunday reservations which would leave no days available for reunions and graduation parties.

A motion was made to open up the renting dates Thursday- Sunday after **MAY 10th** to non-profit organizations on open dates. Non-profits can reserve their dates after the 10<sup>th</sup> of May at no charge. If the non-profits want to wait until May 10<sup>th</sup> they can wait and see if the dates they want are still available if they do not want to wait they must pay the fee to reserve their dates. Also to accept the park policies. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

#### **POOL:**

**CONCRETE EXTENTION:** Marie said that she and Jeff need to talk to Steve Klemm about the fencing. We may have to change the fencing on the extension. The discussion was tabled until we hear more about the fencing.

**POOL STAFF:** The park board requests that Amber contact Kari Deluca to see if she is returning as pool manager. We need her decision by next meeting. If she is not then we need to find out if Chelsey Stadler will be taking over as manager.

### **NEW BUSINESS**

**POOL:** Jeff is taking the test to get his CPO license for the pool.

**MEDFORD MUSIC FESTIVAL:** Mike Sjulstad talked to us about holding a music festival in the park in co-ordinance with the city. He would like it to be held on a Saturday or Sunday in July or August. (See attached). It would be similar to the Tree Frog Festival that is held in Faribault.

The park board supports holding this event.

A band shell/stage would be needed for the event. Jeff stated that Wengers had donated a band shell to the county to be used by the municipals of the county. Marie will contact Steve Shroht about the shell to see if it could be used.

There was discussion if the park has the electrical supply to run the equipment. Mike and Tony will meet with Rich and Jeff to make sure that it is possible run the equipment.

The park board will take this under advisement until we have more information. The park board would appreciate input from the city council after they have looked over the proposal.

**BIDS:** (Marie removed herself from the table to the seated chairs.) Last fall we discussed getting bids for the purchasing, planting and maintaining of the flowers in the parks and the trimming of the bushes at Central Park. The only bid we have received is from Sexton Lawn Service. The bid was reviewed. Jeff thought the maintenance crew could possibly do it. Julie stated that she feels that the maintenance crew would not have the time that is needed to maintain the flowers and the bushes. Watering alone can take a few hours a week when it is hot. And what about weekends, are they willing to come in to water? Tony thought more bids needed to be obtained for comparison. Julie will contact Straight River Enterprises for a bid. The discussion was tabled until next meeting.

**ADDITIONAL PARK BOARD CONCERNS:** None

A motion was made to adjourn the meeting. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Amy. **MOTION CARRIED.**

The meeting adjourned at 8:40 PM.

**NEXT MEETING: MARCH 3 AT 7 PM.**

**City of Medford Park Board Minutes**  
**March 3, 2009**  
**7 PM**

**MEMBERS PRESENT:** Tony Renchin, Malonna Krogh, Julie Bruessel, Naomi Jirele

**MEMBERS ABSENT:** Amy Merritt

**ALSO PRESENT:** City Council person, Marie Sexton and Pat Merritt

The meeting was called to order at 7:05 PM.

A motion was made to approve the agenda. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

A motion was made to accept the February 2009 minutes with 2 changes. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** Pat Merritt presented the park board with a check from the Congregational United Church of Christ for \$110.50. The Park Board would like to thank the church for the donation.

A motion was made accept a donation for \$110.50 from the Congregational United Church of Christ. 1<sup>st</sup> by Malonna. 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

**OLD BUSINESS**

**CIVIC CLUB:** There is nothing to report at this time.

**PARK POLICIES:** Marie reported that the changes have been made to the park policies and accepted by the city council.

**SNOW PARK:** Julie reported that the season is coming to an end. She believes by the 15<sup>th</sup> of March the warming house will be closed for the season. She has had attendants there only during the weekends when there has been snow. She said, "Due to the warm days the ice has not been in great shape and that they only have one side open at this time because of the thawing and refreezing." Attendance is still high when there is snow but only on weekends. She also said that one of the hockey nets is in bad shape. It had gotten froze

into the ice during one of the thawing and refreezing days and that it destroyed the netting when some one moved it to flood the ice. Tony said he thought he had some netting at home to replace it for now. Julie is also going to check with the Shattuck/ St. Mary's school rink manager and is if they will donate some used nets for next season.

"They don't have to be in the greatest shape but still useable," Julie said.

**BIDS FOR FLOWERS AND BUSHES:** This discussion was tabled to the next meeting.

**MUSIC FEST:** The park board is taking the music fest under advisement at this time.

**CONCRETE EXTENSION:** Marie talked to Steve Klemm and he said we would have to have a smaller gauge fencing put around the new concrete extension. She also reported that the state mandated that all public pools also have an Abigal Taylor compliant SVRS besides the floor drains. It is an emergency shut off system that shuts off the drain if it detects a resistance in draining of the pool.

Marie presented a cost sheet for things that we would like to do at the pool. We discussed things that we feel we can get done plus the things the state is mandating. We feel that we can still go a head with extension because we already have funding from the county.

Some of the items that will have to wait are resurfacing the pool deck & new shingles on the pool building.

**POOL:** Marie reported that Jeff passed his CPO test for the pool.

#### **NEW BUSINESS**

**POOL:** Marie reported that Kari Deluca is coming back as the pool manager and she is getting the information she needs from Missy Bonde, last years pool manager.

#### **SWIM LESSON FEES, POOL MEMBERSHIPS, OPEN SWIM, WEEKLY PASSES, POOL RENTAL FEES, WAGES: WSI, LIFEGUARDS, OTHER POOL STAFF, POOL MANAGER:**

Naomi said she believed that due to the economy that we should not increase any of the pool fees. Marie also stated due to the wage freeze we could not increase any of the pool staff wages. A motion was then made to leave the fees for swim lessons, pool memberships, open swim, weekly passes, pool rental fees, and all of the pool staff wages the same as the 2008 season. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

**PARK:** Julie reported that she went online and printed off the reservations for the park for the months of May- September. There are still a few weekends open for the summer but for the most part it is getting busy.

**ADDITIONAL PARK BOARD CONCERNS:** None

A motion was made to adjourn the meeting. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The meeting adjourned at 7:42 PM.

**NEXT MEETING:** April 7<sup>th</sup> at 7 PM.

#### **City of Medford Park Board Minutes**

**April 7, 2009**

**7 PM**

**MEMBERS PRESENT:** Naomi Jirele, Julie Bruessel, Amy Merritt, Malonna Krogh

**MEMBERS ABSENT:** Tony Renchin

**ALSO PRESENT:** City Council Member, Marie Sexton and Members of Boy Scout Troop 350 and troop leader Donna Ihlenfeld.

The meeting was called to order at 7:05.

A motion was made to approve the agenda. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Amy. **MOTION CARRIED.**

A motion was made to approve the March 2009 minutes with a change to Steve Schrodtr instead of Steve Klemm in the concrete extension of old business. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** 2 members of Boy Scout troop 350 spoke to us about placing a 2 ft X 3 ft American flag in the chalet. They would like to hang it on the west wall of the big room next to the kitchen window. (See attached). They would hang it on the wall according to Boy Scout laws. (See attached). They also would like to place a plaque underneath saying "Donated by Boy Scout Troop 350". The park board looked over the plans and the manual book and decided that this was a good idea. The park board would like to thank the Boy Scouts for their donation.

A recommendation was made to allow Boy Scout Troop 350 to donate and hang a 2ft by 3ft flag in the chalet according to their plans and to allow them to place a plaque underneath the flag. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

### **OLD BUSINESS**

**CIVIC CLUB:** There is nothing to report.

**SNOW PARK:** Julie did report that the warming house did close March 15. She said the last month or so that it was open that they were only open sporadically due to the weather. But from Jan. 22 to March 15, 146 people did utilized the warming house. Overall she is pleased how the season went and is making plans for this next season. Marie reported that Amber will possibly get us final numbers for the warming house expenses when she has a chance to complete the paper work.

The park board is concerned that the warming house and the tennis court fence was damaged when the warming house was moved to its current location. Also we are concerned that the warming house has not been removed from the park. It was our understanding that the warming house would be removed from the park and brought to the maintenance shop location. Julie said she is worried if the warming house stays in the park it maybe in the flood plain and the DNR would not like it in this location. Naomi said she is worried that the building may be vandalized if it remains there during Straight River Days. Marie said she will talk to the city administrator about our concerns.

**BIDS FOR THE FLOWERS AND BUSHES:** Marie said that the city council will now be handling the bids for watering the flowers and trimming the bushes.

### **POOL:**

**CONCRETE EXTENSION:** Terry Kubista and Caron Fencing will be coordinating with Rich about the concrete extension and fencing at the pool. Caron Fencing has decided to donate their labor charges for the fencing. This lowers the cost of the fencing to \$1920.

### **NEW BUSINESS**

**POOL:** Marie is going to talk to Jenno Welding about making a hand rail for the stair way at the pool.

The park board would like to remind the maintenance crew that the ticket booth needs to be removed from the front of the pool building.

The swim lesson sign up is Monday May 4<sup>th</sup> at 4:30 PM. Kari sent the swim lesson schedule (See attached). The pool will open June 7<sup>th</sup> and lessons start on the 8<sup>th</sup>.

The park board requests that an ad be placed in the Cast and the Community Ed booklet about the renting of the pool for parties. The costs to rent the pool are \$35 for one hour, \$55 for 2 hours and \$75 for 3 hours. Julie will send a note to Amber.

**PARK:** The walk through for the park and pool will be next month at our meeting. Meet at the pool at 6 PM.

The park board requests that someone from the maintenance crew be present at the walk through on May 5<sup>th</sup> at 6 PM at the pool.

**ADDITIONAL PARK BOARD CONCERNS:** None

A motion was made to adjourn the meeting. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Amy. **MOTION CARRIED.**

The meeting adjourned at 8:24 PM.

**NEXT MEETING:** May 5<sup>th</sup> at 7 PM at the Chalet follow the walk through of the park and pool at 6 PM.

### **City of Medford Park Board Meeting**

**May 6, 2009**

**7 PM**

**MEMBERS PRESENT:** All

**MEMBERS ABSENT:** None

**ALSO PRESENT:** City Council Person, Marie Sexton and Rich Kucera, City maintenance personal

The meeting was called to order at 7:25 pm after the annual walk through of the park and pool.

A motion was made to approve the agenda. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

A motion was made to approve the April 2009 minutes. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** Malonna said she has been approached about if the pavilion at Central Park could be used for the Farmer's Market that is starting at Americana Bank. Marie said she will check with Mark about the legal aspects of the using the pavilion.

### **OLD BUSINESS**

**STRAIGHT RIVER DAYS:** Again this year the Civic Club would like to use the pool on Saturday morning of Straight River Days for one of the activities for the amazing race game. The park board members agree that as long as the civic club is willing to pay the wages of 2 life guards while they are on duty that there will be no charge for the use of the pool. If the life guards choose to donate their wages back to Civic Club that is totally up to them.

A motion was made to let the Civic Club use the pool on Saturday morning of Straight River Days at no charge as long as they pay the wages of the 2 life guards on duty. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

**WARMING HOUSE:** Rich reported that the warming house has been moved. It is now located across from the maintenance shed.

### **POOL:**

**CONCRETE EXTENSION:** The concrete extension was started on Monday the 4<sup>th</sup>. It will be completed soon. The park board has concerns about where the benches will be located. We will meet in a few weeks to make the decision about where the benches should be set.

**SWIM LESSON SIGN UP:** Amber sent an email to Julie and reported that the pool memberships were \$650, swim lessons were \$2825, for a total of \$3475. Last year we made \$4300 on sign up night. But Amber also reported that one of the biggest day cares in town could not come on Monday night and signed up 14 kids on Tuesday morning.

**TICKET BOOTH:** Rich reported that he is not going to take the ticket booth off of the building. He would like to rework it and make it the new storage area for the chlorine tanks. It will need proper ventilation first but it will be bigger and more secured in this area. The park board agrees that this is a better solution than constructing a new storage area for the tanks. The housing of the tanks was one of the concerns of the inspector last June.

**HAND RAIL:** Jenó Welding is currently working on the hand rail for the pool steps.

### **NEW BUSINESS**

**POOL:** Marie said she has had contact with the pool manager, Kari Deluca. Kari says she has her staff in place for the up coming year. She says she has scheduled everyone for their retraining.

We would like to have umbrella tables on the new extension at the pool. It was brought up that maybe Pepsi would be willing to donate some umbrellas to have at the table areas. Marie said she will check with them to see if they will donate umbrellas.

The park board requests to inquire on letting Pepsi donate umbrellas for the tables at the pool. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

**PARK:** Rich said he would like to replace the chain that currently goes from post to post along the entrance to the pathway at the park. Kids are running into it with bikes and someone is going to get hurt. He would like to put another post in the middle of the existing posts. The park board requests that Rich get a bid for putting another post in the middle and removing the chain from the pathway entrance.

**ADDITIONAL PARK BOARD CONCERNS:** The Park Board would like to have a Pepsi machine located outside of the chalet. A recommendation was made to inquire about putting a Pepsi pop machine in the park by the chalet. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

A motion was made to adjourn the meeting. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The meeting adjourned at 8:27 PM.

**NEXT MEETING: JUNE 2<sup>ND</sup> AT 7 PM.**

### **2009 PARK AND POOL WALK THROUGH**

#### **POOL:**

1. Paint steps and strip darker color.
2. Get capacity signs up.
3. Get bids for new lights on post on west side of pool.
4. Replace section of board with fencing on south west corner of the fence.
5. Replace broken board on one of the short benches at the pool.

#### **PARK:**

1. Take down lights in big pavilion and clean. Also replace lights as needed.
2. Paint green picnic tables as needed. Please paint them the same color as the chalet.
3. Fix broken bench seat on picnic table in large pavilion. It is located in the middle in the first row.
4. Get bids for pathway for new pavilion.

5. Work up sand in volleyball area and put repaired post up.
6. Repaint bench on covered bench by big rock.
7. Get bid for replacing chain and putting another post in the walk way entrance.

**City of Medford Park Board Minutes**

**June 2, 2009**

**7 PM**

**MEMBERS PRESENT:** Malonna Krogh, Tony Renchin, Theresa Sierakowski, Julie Bruessel

**MEMBERS ABSENT:** Naomi Jirele

**ALSO PRESENT:** City Council Person, Marie Sexton and City Administrator, Bill Goldy.

The meeting was called to order at 7:05 PM.

A motion was made to approve the agenda. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

A motion was made to approve the May 2009 minutes. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** None

**OLD BUSINESS**

**STRAIGHT RIVER DAYS:** Paul Beiser could not attend our meeting but had spoken to Marie earlier and she reported that the Civic Club would like to lay down a plywood mini golf course on the tennis courts. The park board agreed that if they lay down a plywood surface to protect the courts then there should be no problem with having mini golf on the courts.

A motion was made to allow the Civic Club to have a miniature golf course on the tennis courts as long as a plywood surface is laid down on the courts. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

**WALK THROUGH MAINTENANCE:** Bill reported that the steps and line had been painted black and capacity signs have been ordered but we do not know if they are up.

There was some discussion about putting a new security light up at the pool on the existing pole. Rich contacted Cole Electric about an estimate. Bill said that in order to have a new light put on the existing pole we would have to have an additional pole and set of lights on the opposite side of the pool so that there would be no shadows cast on the water of the pool. The cost of 2 sets of lights and a new pole is \$3500. (See attached). At this time the park board agreed to table the discussion.

There was also further discussion about the maintenance report from last month and concerns about if things were getting done. Bill said that he will check over the list and he will put together a memo to us on what has been done and what needs to be completed and get it to us by the July meeting.

**PARK PATHWAY:** Marie stated that she has been getting estimates for paving the pathway at the new building and at the boat launch. She has obtained two bids. (See attached). However, there are going to be other resurfacing jobs going on in the city and Marie was hoping that we could add these 2 jobs on and get a better price for doing all the jobs. Bill is going to check on this and see if it is a possibility. Tony thinks that it would be cheaper to do it ourselves. Bill said he will talk to Rich and see if the maintenance crew could do it. We will leave it on the agenda for next month.

**POOL CONCRETE EXTENSION:** The extension is done except for the finishing of the fencing. Bill has been in contact with Caron Fencing and they are having trouble in getting the required gauge for a pool area. Bill said he is going to contact Midwest Fence and see if they have it.

Rich said that he would like to place sod around the new extension.

Marie said that the Medford Area Recreation Committee would like to purchase and donate, chaise lounges, plastic chairs and a canopy for the pool area. The canopy is 10x20 and could be secured to the new fencing. The chaise and chairs are white plastic.

A motion was made to accept the chairs, chaise and canopy from MARC for the pool. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

### **NEW BUSINESS**

**POOL:** Kari is not available until June 6<sup>th</sup>. However, Chelsey Stadler, asst. pool manager, is at the pool daily. She is preparing the pool and the staff for this year. Marie placed an article in the cast and Owatonna Peoples Press and had an announcement on KRFO about pool hours, swim lessons, etc. (See attached). The Pepsi machine has been delivered and the phone has been turned on at the pool.

**PARK:** None, the paving was already discussed.

**OTHER PARK BOARD CONCERNS:** Welcome to Theresa! our newest park board member.

A motion was made to adjourn the meeting. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

The meeting adjourned at 7:57 PM.

**NEXT MEETING:** July 7<sup>th</sup>, 2009 at 7 PM.

### **City of Medford Park Board Meeting**

**July 7, 2009**

**7 PM**

**MEMBERS PRESENT:** Tony Renchin, Julie Bruessel, Theresa Sierakowski, Malonna Krogh, Naomi Jirele.

**MEMBERS ABSENT:** None

**ALSO PRESENT:** City Council person, Marie Sexton, Pool Manager, Kari De Luca.

The meeting was called to order at 7:10 PM.

A motion was made to approve the agenda. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

A motion was made to approve the minutes with the change of chaos to chaise in the June minutes. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** None

### **OLD BUSINESS**

**PARK:**

**PAVING:** Rich has obtained estimates for the pathway and boat launch. There was discussion about the pathway. The park board would like to know while we wait for the pathway to be paved if the pathway could be layed out and gravel put down. Marie said she will bring it up at the city council meeting to Bill.

**BOAT LAUNCH:** The city engineer, Carol Caron is looking over solutions for the boat launch.

**WALK THROUGH/MAINTENANCE REPORT:** Bill Goldy was going to check with the maintenance crew and make sure all the things on our list was addressed and write us a report to let us know the progress. Marie said she had not seen the report yet and will check on Bill about it.

**POOL:** Kari reported that things are going good at the pool. She does not believe that there has been a drop in attendance or enrollment since the water park opened in Owatonna. This is good news to the park board.

The weather has been up and down this year.

A motion was made to drop the cost of pool membership fee to \$40 on July 15<sup>th</sup>. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

### **NEW BUSINESS**

**POOL:** Kari also reported that swim lessons for the rest of the year are filling up and that she has staff to take care of the rest of the swimming season. She also said the last day the pool will be open will be August 23<sup>rd</sup>.

Tony asked Kari if there was any maintenance issues at the pool that we need to know about. It was brought up that we are not sure that a new pool cover was purchased this year. We did allot money for a new cover in the pool budget. Marie said she needs to check with Rich and make sure that the pool cover was purchased.

Kari said she is planning a teen night in August.

It was brought up again if there are recycling containers at the pool. Julie said she emailed Amber about it after the last meeting and Amber was going to check with Rich and make sure that this was taken care of. We are not sure if this got done or not. Tammy Davis is the contact person at Waste Management in charge of recycling.

**PARK:** Rentals for the rest of July and August look great.

The park board believes that we should start looking for a newer stove for the chalet. It is something to keep in mind for the budget for next year.

**ADDITIONAL PARK BOARD CONCERNS:** Tony brought up that during Straight River Days that there were issues with vehicles driving in the park. There were vehicles parking on the pathways. No motorized vehicles are allowed on the pathways including golf carts and 4 wheelers. The park board is concerned that if motorized vehicles are allowed in the park during Straight River Days that someone maybe hit and hurt. The Civic Club needs to be addressed about this issue and our concerns need to be related to them.

A motion was made to adjourn the meeting. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Theresa. **MOTION CARRIED.**

The meeting adjourned at 8:15 PM.

**NEXT MEETING: AUGUST 4<sup>TH</sup> 7 PM.**

### **City of Medford Park Board Minutes**

**August 4, 2009**

**7 PM**

**Member Present:** Tony Renchin, Naomi Jirele, Theresa Sierakowski, Malonna Krogh and Julie Bruessel

**Members Absent:** None

**Also Present:** City Council Person, Marie Sexton

The meeting was called to order at 7:10 PM.

A motion was made to approve the agenda. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Theresa. **MOTION CARRIED.**

A motion was made to approve the July 2009 minutes. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** None

### **OLD BUSINESS**

#### **PARK:**

**PAVING OF PATHWAY:** Marie said that she has spoke to Bill and he is trying to work the pathway into the paving of 3<sup>rd</sup> Street when it goes through the new addition.

**BOAT LAUNCH:** The boat launch is a DNR issue. The crushed rock keeps washing away every time we get a heavy rain. We need to put concrete barriers there to help with the gullies that have formed. Bill needs to contact the DNR about this issue and see what can be done.

**WALK THROUGH MAINTENANCE REPORT:** We still have not received a report from Bill letting us know if the maintenance report was complete from the walk through in May. Marie said she has spoke to Bill and he has said that he has written a report for us and will get it to us soon. Julie read the list out loud of things that were on the list so that the other members would know. We know some of the things have been taken care of but not all of them. Julie said she sent a copy to Amber in May and asked her to give it to Bill and to Rich.

#### **POOL:**

**POOL COVER:** Marie said she spoke to Rich and a pool cover was not purchased this year yet. Julie said we did budget for one this year so why not order one now for next year. Maybe we can get one cheaper since it is the end of the season.

**RECYCLING CONTAINERS:** Julie reported that she emailed Amber last month and Amber told her that there are recycling bins at the pool.

### **NEW BUSINESS**

**POOL:** Marie said that the pool staff has been told to maintain posted hours for the pool even if there are no patrons there. So the costs of salaries will be up this year.

The park board requests from Kari De Luca an end of the year report on the pool at our next park board meeting in September.

Julie asked if anyone knew if a teen night had been set for August. No one knew anything about it.

**PARK:** The park board believes we will need to get wood chips next year for the playground area.

**BUDGET:** The budget will be discussed at next months meeting.

**ADDITIONAL PARK BOARD CONCERNS:** Someone from the Park Board needs to talk to the Civic Club about our concerns with the traffic on the pathways during Straight River Days. Marie said she will talk to Mary about it.

A motion was made to adjourn the meeting. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The meeting adjourned at 7:45 PM.

**NEXT MEETING: Thursday, September 3 at 5:30 PM.**

**City of Medford Park Board Minutes**  
**September 3, 2009**  
**5:30 PM**

**MEMBERS PRESENT:** Theresa Sierakowski, Malonna Krogh, Naomi Jirele, Julie Bruessel

**MEMBERS ABSENT:** Tony Renchin

**ALSO PRESENT:** Marie Sexton, City Council Person

The meeting was called to order at 5:40 PM.

A motion was made to accept the agenda with the addition of Memorial Tree to be added to new business for the park. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

A motion was made to accept the August 2009 minutes. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** None

**OLD BUSINESS**

**PAVING OF THE PATHWAY:** Bill and Rich informed Marie that they have put it into the budget for 2010. The park board would like to know if this includes the parking lot. It has been several years since anything has been done to the parking lot and it needs to be resurfaced.

**BOAT LAUNCH:** The DNR needs to be contacted about the boat launch and trouble that we are having keeping the sides from being washed away.

A recommendation was made to the city council to contact the DNR about a resolution to washing away of the sides of the boat launch to see what they recommend doing about it. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Theresa. **MOTION CARRIED.**

**WALK THROUGH MAINTENANCE REPORT:** We did receive the report from the Bill Goldy. We looked over the report and it looks like most everything was completed.

**POOL COVER:** Rich is looking it over and is considering putting money in the budget for 2010 for a new pool cover.

**END OF THE YEAR REPORT:** Pool Manager, Kari did not understand what kind of a report the park board was wanting for an end of the year report. Marie is sending her a copy of the one Missy Bonde did for the park board last year so that she will have an idea of what we are looking for from her. We hope to have the report by our meeting in October.

**NEW BUSINESS**

**POOL:** Marie showed us a copy of the inspection report for the pool from the Minnesota Department of Health. The pool passed the inspection but the inspector did make a couple of comments about some improvements that should be done at the pool.

Malonna said she was approached about the early closing of the pool this year. We agreed because the late Labor Day weekend this year and with school not starting until after Labor Day that it does seem as though the pool closed earlier this year. However, because of staffing issues because of some of the life guards

going to college we are not sure we could have kept it open any longer. But it is something to keep in mind if this happens again to see if we can some how keep the pool open longer.

**BUDGET:** Julie made copies of the latest budget that Marie had dated 8/21/09. We reviewed the park budget and it looks good. Marie did have some questions that she said she will bring up at the next city council budget meeting.

We did have concerns about the pool budget but realize all the numbers are not in yet for the end of the year.

**PARK BUDGET:** We reviewed the budget and the only concern the park board has is that we believe we need a new stove and possibly a refrigerator at the chalet. If the appliances are already in the budget the park board requests to know where the money was placed for these items.

The park board has questions about the park revenue and where the contributions for the warming house were placed.

**MEMORIAL TREE:** (See attached) A recommendation was made to allow the memorial tree for Ernest Reinhard Senior to be placed in Central Park. However, the Park Board would like to review the memorial plaque before it is placed next to the tree. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

**ADDITIONAL PARK BOARD CONCERNS:** A recommendation was made to inquire if there are trees that are available in the park to be moved to the boulevard of highway 12 to replace the ones that have died. If so we recommend that the trees are replaced with ones of similar size of the ones that are there. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

A motion was made to adjourn the meeting. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The meeting adjourned at 6:45 PM.

**NEXT MEETING:** To be announced.

### **City of Medford Park Board Minutes**

**October 13, 2009**

**7 PM**

**MEMBERS PRESENT:** Malonna Krogh, Naomi Jirele, Julie Bruessel

**MEMBERS ABSENT:** Tony Renchin, Theresa Sierakowski

**ALSO PRESENT:** City Council person, Marie Sexton and Pat Merritt

The meeting was called to order at 7:16 PM.

A motion was made to accept the agenda with that addition of Christmas lights under new business. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

A motion was made to accept the September 2009 minutes. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** Pat Merritt addressed the park board with the concern that there needs to be another “No motorized vehicles” sign placed by the pathway near the chalet. There is a sign on the other end of the pathway by the tennis courts. Recently, Mr. Merritt was at the park and someone was driving a 4 wheeler on the pathway. When Mr. Merritt informed him about the sign he said he never saw when he entered the pathway by the chalet. Mr. Merritt also advised the park board that the city crew recently just took down a “No Motorized Vehicles” sign by the Old School Addition on 3<sup>rd</sup> Street N.E. A motion was made to put the old “No Motorized Vehicles” sign up by the chalet. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna.

There was a break taken at this time because the batteries went dead on the cassette player.

## OLD BUSINESS

### PARK:

**PAVING OF THE PATHWAY:** The paving of the pathway has been put into the budget for 2010. The maintenance crew is going to look into concreting the pathway themselves to see if it would be less expensive. Rich is going to get an estimate for the park board.

**PARKING LOT:** The paving of the parking lot in the park has been placed in the budget for 2010.

**PARK BOARD BUDGET:** We will discuss the budget at the next month's meeting.

**MEMORIAL TREE:** The City Council approved the memorial tree for Ernest Reinhard Sr... Rich from the maintenance crew is not sure there is room for another tree at Central Park. The tree may have to be placed in a different location. Rich will talk to the memorial committee about it.

**TREES ON THE BOULEVARD:** Marie said that she will have to see if the cost of moving the trees can be put into the budget for next year.

### POOL:

**POOL COVER:** Rich does not think we will need a new pool cover next year.

**END OF THE YEAR REPORT:** The report is not in yet. We will review it next year.

**POOL BUDGET:** We will review it at next month's meeting.

## NEW BUSINESS

**POOL:** The maintenance crew has been busy replacing the roof on the building at the pool. They decided to put on metal roof instead of putting on shingles again. The metal roof should last a lot longer. The park board thinks this is a good investment.

The pool has been winterized.

The DNR sent a check for \$1500 for the replacing of the drains at the pool this summer.

The park board would like to be sure the phone has been shut off at the pool. Amber can email Julie and she will report it at the next meeting.

**PARK:** The maintenance crew has been working on the round-about. Marie said they have been busy cleaning up the debris in the area.

**WARMING HOUSE:** Marie said the maintenance guys are working on the warming house getting it ready for the season. The park board discussed what needs to be done for the warming house. Julie announced she will not manage the warming house this year but is willing to advise whoever is hired as the manager.

A recommendation was made by the Park Board to the City Council to create the position of warming house manager and hire someone for this position. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The park board is concerned about how the ice will be cleaned off when it snows. Julie said that last year the maintenance guys did not have any way to clean the ice off when we got any snow. It is hard for the warming house attendants to clean off the ice when we have snow. It is time consuming and she was concerned someone would get hurt when they are trying to clean the ice off.

A recommendation was made by the Park Board to the City Council to have the maintenance guys to find a way to clean off the ice at the warming house year. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

There was discussion about things that need to be repaired to get the warming house ready for the season. The hockey nets were destroyed last year by someone who tried to remove the nets after they had gotten froze in after some thawing. 2 hockey nets need to be purchased.

A recommendation was made to have the maintenance crew purchase two hockey nets for the hockey goals. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

**CHRISTMAS LIGHTS:** Marie told the park board that some of the Christmas decorations that go on the light poles are in terrible shape and need to be replaced. At this time there as been no money placed in the budget for decorations.

The recommendation was made to have money put into the 2010 budget for new Christmas decorations. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The park board would very much like to see the light display on the water tower again. We believe the water tower lights gives Medford its own unique quality during the holiday season. The park board makes a request to the city council to allow the city administrator to talk to Kevin Steinbauer and see if he would be willing to rent his light displays to the city for the water tower. 1<sup>st</sup> by Naomi, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

**ADDITIONAL PARK BOARD CONCERNS:** None

A motion was made to adjourn the meeting. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

The meeting adjourned at 8:13 PM.

**NEXT MEETING:** Wednesday, November 4, 2009 at 6 PM.

**City of Medford Park Board Minutes**  
**November 4, 2009**  
**6PM**

**MEMBERS PRESENT:** Malonna Krogh, Tony Renchin, Julie Bruessel, Theresa Sierakowski.

**MEMBERS ABSENT:** Naomi Jirele

**ALSO PRESENT:** City Council Person, Marie Sexton.

The meeting was called to order at 6:10 PM.

A motion was made to accept the agenda. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Julie. **MOTION CARRIED.**

A motion was made to accept the October 2009 minutes. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Theresa. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** None

**OLD BUSINESS**

**PARK:**

**NO MOTORIZED VEHICLES SIGN:** Marie said that the maintenance crew was going to move the sign to the park.

**PAVING OF THE PATHWAY/BOAT LAUNCH:** Marie is working on getting estimates for the paving of the pathway and when she gets them she will present them to the city council.

**BUDGET:** The budget meeting has not taken place yet. It is November 30.

**MEMORIAL TREE:** The committee for the memorial tree for Ernest Reinhard Sr. wants to have the tree placed across the street from the muni instead of in Central Park.

A 1ft by 1 ft plaque has been approved by the city council to be placed in front of the memorial tree.

**TREES FOR THE BOULEVARD:** Marie said she will bring it up at the city council budget meeting and then get back to us at next the December meeting.

**WARMING HOUSE:** Julie gave Marie a budget sheet that she obtained from Amber showing the expenses, wages, and donations and left over money from the warming house last year.

The maintenance crew would like to put up boards around the ice area. It will help define the edges of the ice and help keep the snow from piling up on the edges. The maintenance crew is looking at 2 X 10 boards for the edges. Marie said she is working on an estimate for the boards.

The maintenance crew is working on a way to get the snow off of the ice this year. They have not told Marie what their idea is yet.

Rich is working on netting for the hockey nets. Tony said he has netting for the nets. He will bring it to Rich this week and drop it off.

Julie brought up her concerns about staffing at the warming house. She is concerned that if the city council decides not to staff the warming house this year that it will be vandalized and that if no one is there to keep an eye on things that it will not take long before illegal activities are going on. She also raised her concerns about the liability of the city if no one is there and someone gets hurt because no one would be there to stop some of the kids from doing activities that would result in injury.

**CHRISTMAS LIGHTS:** Marie said the city council will not allow anyone to put lights on the water tower. The City Council is concerned about the liability and safety of someone on the tower.

**POOL:**

**END OF THE YEAR REPORT:** We still do not have an end of the year report. Marie believes when Kerry is home for Christmas break she will get us the report.

**BUDGET:** The budget meeting is November 30.

#### **NEW BUSINESS**

**POOL:** The phone has been shut off.

**PARK:** The park board would like to know if the maintenance crew is going to do anything about the chain on the pathway. We had added it to our walk through list and do not believe it has ever been addressed. We would like to see another post put in the middle between the other 2 existing posts instead of a chain.

**ADDITIONAL PARK BOARD CONCERNS:** None

A motion was made to adjourn the meeting. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The meeting adjourned at 6:40 PM.

**NEXT MEETING: December 1<sup>st</sup> at 7PM.**

#### **City of Medford Park Board Minutes** **December 1, 2009** **7PM**

**MEMBERS PRESENT:** Malonna Krogh, Tony Renchin, Julie Bruessel, Theresa Sierakowski, Naomi Jirele

**MEMBERS ABSENT:** None

**ALSO PRESENT:** City Council Person, Marie Sexton.

The meeting was called to order at 7:15 PM.

A motion was made to accept the agenda. 1<sup>st</sup> by Julie, 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

A motion was made to accept the November 2009 minutes. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

**CONCERNS FROM THE PUBLIC:** None

### **OLD BUSINESS**

**PARK:**

**NO MOTORIZED VEHICLES SIGN:** Marie said that the maintenance crew has installed the “No Motorized Vehicles” sign at the park.

**PAVING OF THE PATHWAY/BOAT LAUNCH:** Marie reported that \$25,000 has been set aside in the 2010 budget for the sealing of the pathway, new construction of the pathway to the new pavilion and the resurfacing of the tennis courts

The boat launch will be taken care of when the pathway is constructed.

**BUDGET:** The budget for the park was looked over and discussed. We are pleased with the budget for the park for 2010.

**MEMORIAL TREE:** We do not believe the tree for Ernest Reinhard Sr. has been planted yet. It will probably be done in the spring now.

**TREES FOR THE BOULVARD:** Nothing further will be done about the trees at this point.

**WARMING HOUSE:** The park board has great concerns about the city councils decision not to have attendants at the warming house during the hours that is open. A lot of time, effort, and money went into the construction, setting up and running of the warming house last year and now we believe the city council is abandoning it for a few dollars. What has been received by the citizens of Medford as a positive addition to the park will now become a source of trouble and concern if it is not attended when it is open. Besides the fact that no one will be there to make sure that the kids that will be using it behave morally, there are the issues of bullying and vandalism. Since no one will be there full time to watch when the doors are left open then we feel the city is inviting trouble. And what may have cost a few thousand dollars to man the building properly will end up costing the city more if someone is hurt or the building is damaged or destroyed. We feel it is better to be safe than sorry.

The Park Board strongly recommends that the city council reconsider hiring part time attendants when the warming house is open. 1<sup>st</sup> by Malonna, 2<sup>nd</sup> by Naomi. **MOTION CARRIED.**

Marie said that she purchased the boards for the sides of the ice rink and the maintenance crew should be putting them up soon. Rich also purchased the plastic tarp that goes on the bottom. As soon as the weather turns cold and is going to stay cold the area will be flooded.

**POOL:** Marie said that the pool will become an enterprise in 2010 and property owners will be levied for the pool through property taxes.

Marie said that Mr. Goldy would like to set one wage for WSI, WSA and life guard positions for the pool. The park board thinks that the pool staff should be taught to code their time cards when they are switching from one job to the next if it is for accounting purposes. We feel that if we set a one wage that there will be a wage increase since most of the time the staff is life guarding rather than instructing classes in a day. They may spend only 3 hours instructing and 5 hours as a guard and guard wages are less expensive than instruction wages. If you go with one rate, some where in the middle, you end up spending more in the long run. The park board would like to have different wages for instructors and life guards. We will discuss the way the guards and instructors are paid at the January meeting.

**PATHWAY/CHAIN:** We will discuss it at next months meeting.

### **NEW BUSINESS**

**POOL:**

**BUDGET:** Money has been placed in the pool budget to replace the heater in the big pool and the construction of the chlorine shed.

The park board makes a recommendation to the city council to consider placing money in the budget to resurface the concrete around the pool. It has become a real safety issue. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Naomi.

**MOTION CARRIED.**

**PARK:** None

**ADDITIONAL PARK BOARD CONCERNS:** This is Tony Renchin's last meeting and we thank Tony for his time and dedication to the park board.

We hope that Mayor Thomas has someone in mind to take Tony's place.

Marie said she is working on getting a grant to help pay for the resurfacing of the tennis courts.

A motion was made to adjourn the meeting. 1<sup>st</sup> by Theresa, 2<sup>nd</sup> by Malonna. **MOTION CARRIED.**

The meeting adjourned 8 PM.

**NEXT MEETING: January 5th at 7PM**