

WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

Minutes of January 2019 Board Meeting – February 5, 2019

Bramble Park Zoo Discovery Center – 5:30 p.m.

Members Present: Bill McElhany, Heidi Stoick, Justin Struckman, Lee Rycraft and Bruce Buhler

Members Absent: Pat Shriver, Scott Johnston

Staff Present: Jay DeLange, Terry Kelly, Jeremy Herrboldt, Dan Miller, Matt Brandsrud, John Small

Staff Absent: Todd Walker (excused)

Media: Dan Crisler, Watertown Public Opinion

Guests: Brandi Hanten, Jamie Andrews

Call to Order: President McElhany called the meeting to order.

Public Comment: none

Delegations: Ryan Van Gilder, Doug Hoftiezer, Cris Ortmeier, Charlie Even representing Watertown Fastpitch Softball Association. Discussion on who will oversee softball instruction of which age groups. A future meeting will be scheduled with Recreation staff and softball association to discuss details.

1. **Approval of Agenda** – Motion by Rycraft to approve Agenda, seconded by Stoick. Motion carried.
2. **Approval of Minutes** – Motion by Rycraft to approve the minutes of the December 2018 Board meeting (held on January 3, 2019), seconded by Stoick. Motion carried.
3. **Approval of Bills and Payroll** – Motion by Rycraft to approve the January 2019 bills and payroll, seconded by Stoic. Motion carried.
4. **Volunteer Approval** – Motion by Stoick to approve the 20 listed Zoo volunteers, seconded by Rycraft. Motion carried.
5. **Old Business** –
 - a. **Open** – none.
6. **New Business** –
 - a. **Park Dedication – The Lakes of Willow Creek** – Motion by Struckman to accept 2.5 acres of unobstructed park land adjacent to City property in Lot 1 of McLaughlin Willow Creek Addition, seconded by Rycraft. Motion carried.
 - b. **Summer 2019 Program Fees** – Motion by Stoick to approve 2019 Summer Program fees as listed, seconded by Struckman. Motion carried.
 - c. **Declare PLWC equipment as surplus and dispose** – Motion by Rycraft to declare 17 step benches and 68 individual risers as surplus and dispose as junk, seconded by Stoick. Motion carried.
 - d. **Open** – none
7. **Superintendent and Status Reports**
 - a. **PLWC** – See written report.
 - b. **City Park & Cemetery** – see written report.
 - c. **Golf** – See written report.
 - d. **Parks & Forestry** – See written report by new superintendent, Matt Brandsrud. Staff is preparing for State JV Hockey Tournament. We have received a \$400,000 SD DOT grant for our recreational trail.
 - e. **Zoo** – See written report. New shop building ribbon cutting is scheduled for February 19.
 - f. **Recreation** – See written report. The marquee sign at the Aquatic Center has been severely damaged. Two open skates were cancelled due to bad weather.
8. **Executive Session** – none
9. **Adjournment** – Motion by Rycraft to adjourn, seconded by Stoick. Motion carried.

Jay DeLange, Director