

PUBLIC WORKS / FINANCE / SAFETY COMMITTEE MEETING
Tuesday, February 19, 2019

Present: Mayor Caron and Council Members Albertsen, Danforth, Lalim, Roby, Solum, Vilhauer & Weyh

Also Present: Heath VonEye, Kristen Bobzien, Lee McPeek, Tim Toomey, John Small, Jay DeLange, Terry Kelly, Matt Roby, Colin Paulsen, Doug Kranz & others

The meeting was called to order by Mayor Sarah Caron.

Approval of the Consent Agenda

Motion was made by Don Roby and seconded by Adam Lalim to approve the following items on the Consent Agenda: minutes from the February 4, 2019 Public Works/Finance/Safety Committee meeting; all voted in favor and motion carried.

Public Comment

None

Approval of the Agenda

Motion was made by Glen Vilhauer and seconded by Josh Weyh to approve the agenda; all voted in favor and motion carried.

Council Consideration of Change Order No. 1 for the Bramble Park Zoo Shop Building Project with Lakeside Construction, in the amount of \$3,214.67.

City Engineer Heath VonEye reviewed Change Order No. 1 for the Bramble Park Zoo Shop Building. This item was previously discussed at the January 7, 2019 committee meeting, but no action was taken because questions were raised as to the basis for a change order on this lump-sum bid contract. Staff has had discussions with the Parks, Recreation & Forestry Superintendent, as well as the contractor and sub-contractor, and found the basis is warranted. This is because the additional material needed was due to tree removal through city efforts, that left voids in the ground which the contractor needed to backfill in order to bring the site up to grade. Due to those circumstances, staff recommends approval of this change order. Motion was made by Glen Vilhauer and seconded by Adam Lalim to recommend approval of the Change Order No. 1; all voted in favor and motion carried.

Police Department 2018 Annual Report.

Police Chief Lee McPeek and Assistant Chief Tim Toomey gave a presentation on the Police Department 2018 Annual Report and commended the team members on their accomplishments. Highlights of the report included statistics on calls, arrests, traffic citations, parking tickets, accidents, drug & alcohol arrests, underage drinking and vaping trends. The full report has been posted on the Police Department's web page. No action was taken.

2018 Year End Report for Prairie Lakes Wellness Center.

John Small, Executive Director of the Prairie Lakes Wellness Center, presented the 2018 Year End Report to the committee. This was the first full year in operation at the new facility, and the numbers are good. He reviewed statistics on attendance, memberships, special events, senior activities, tournaments, group fitness classes, and budget numbers. The Wellness Center employs seven full-time staff and 120 part-time staff. After the presentation, John answered questions from the committee. No action was taken.

Approval of a Prairie Lakes Wellness Center Full-time and Part-time Employee Membership Policy.

John Small reviewed the proposed membership policy for full-time and part-time Prairie Lakes Wellness Center employees. Previously, all full-time and part-time employees received a membership as a benefit, but this was discontinued last fall. Staff has had several meetings to come up with a program and a way to account for the benefit to satisfy the IRS. Under the proposed policy, all full-time South Dakota Retirement System eligible employees will receive a membership of their choice, and all part-time employees meeting the part-time employee definition in the Personnel Policy Manual will receive a Fitness-Plus individual membership. The value of the membership will show on the pay stubs as a benefit, and will be reflected on the W-2 forms. The policy has been recommended for approval by the Park Board. After discussion, motion was made by Don Roby and seconded by Josh Weyh to recommend approval of the policy; all voted in favor and motion carried.

Dan Albertsen took his seat during this discussion.

Approval of a Full-time City Employee Benefit Policy for Prairie Lakes Wellness Center membership reimbursement.

John Small and Assistant Parks Recreation & Forestry Director Terry Kelly reviewed the proposed membership reimbursement policy for full-time city employees. A similar policy was in force from 2006-2008, but was discontinued in 2008 due to the downturn in the economy. Under the proposed policy, the employee pays for a single basic membership ahead of time, and then receives a reimbursement based on how many times during the year that they use the facility. The more they use the facility, the more they get reimbursed. This is an incentive program to encourage employees to become healthier, which can result in fewer sick days and injuries. Mayor Caron added that, not only is this a benefit that promotes wellness, boosts morale and can be used as a selling tool for recruiting new employees, but it also can be a money-maker for the Wellness Center because many employees will upgrade to a family membership but only get reimbursed for a single membership, or a portion of it. It can also result in lower health insurance rates for the city and employees. Motion was made by Josh Weyh and seconded by Glen Vilhauer to recommend approval of the policy; all voted in favor and motion carried.

Snow Removal Discussion

This item was not discussed due to time restraints.

Old Business

None

New Business

None

Executive Session

None held.

Motion made by Adam Lalim and seconded by Jon Solum to adjourn meeting at approximately 5:20 p.m.; all voted in favor and motion carried.

Respectfully submitted,
Lori Marscheider