

## WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

### Minutes of September 24, 2019 Board Meeting

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

**Members Present:** Pat Shriver, Bill McElhany, Scott Johnston, Melissa Terronez and Justin Struckman

**Members Absent:**, Lee Rycraft, Bruce Buhler

**Staff Present:** Terry Kelly, Jeremy Herrboldt, Todd Walker, Matt Brandsrud, Dan Miller, John Small

**Staff Absent:** Levi Pearson

**Media:** Dan Crisler, Watertown Public Opinion

**Guests:** Glen Vilhauer; David Ebbers, Jr. Olympic Softball; Nancy Conlon, Lake City Slowpitch Softball; Chris Ortmeier, Watertown Fastpitch Softball.

**Call to Order:** President Shriver called the meeting to order.

**Public Comment:** none

**Delegations:** none

1. **Approval of Agenda** – Motion by McElhany to approve Agenda, seconded by Shriver. Motion carried.

2. **Approval of Minutes** – Motion by Struckman to approve the minutes of the August 27, 2019 Board meeting, seconded by Johnston. Motion carried.

3. **Approval of Bills and Payroll** – Motion by McElhany to approve the September 2019 bills and payroll, seconded by Terronez. Motion carried.

4. **Volunteer Approval** – Motion by Terronez to approve PLWC and City Park volunteers as listed, with additions of Roger Mohrmann and Steve Yseth on Golf Committee, seconded by Struckman. Motion carried.

5. **Old Business** –

a. **Complex Concessions Relocation Fee** – Discussion and decision to refer Relocation Fee topic to Facilities Committee for concession policy review.

b. **Phase 3B Kampeska Trail Grant Update Discussion** – Acting Director updated Board on status of TA grant application.

c. **Open** – none.

6. **New Business** –

a. **Golf Committee Update** – Motion by Struckman to approve Roger Mohrmann and Steve Yseth as members at-large to the Golf Committee, seconded by Terronez. Motion carried.

b. **On Call Pay for Evening/Weekend Facilities** – Superintendent of Wellness Center updated Board that discussions will take place on compensating on call personnel.

c. **AZA Inspection Report** – Zoo Superintendent updated Board on AZA Report and the need to correct deficiencies by June of 2020. Zoo Committee will meet in October and present recommendation to the Board.

d. **Open** – none

7. **Superintendent and Status Reports**

a. **Parks & Forestry**– See written report. Superintendent informed Board that LATI fixed the Showmobile controller for free, which is a \$2,700 benefit.

b. **Recreation** – See written reports.

c. **Golf Course** –See written report.

d. **Zoo**– See written report. Motion by McElhany to declare surplus and donate two African elephant ivory tusks and miscellaneous pieces to the Museum of Wildlife Science & Industry, seconded by Struckman. Motion carried.

e. **PLWC** – See written report.

f. **City Park & Cemetery** – see written report. Director informed Board of a water line break at City Park and the Winter Wonderland Lights Tour is being modified to just the south end of the park.

8. **Executive Session** – none

9. **Adjournment** – Motion by Johnston to adjourn, seconded by Struckman. Motion carried.

Terry Kelly, Acting Director