



# Minutes

January Park & Rec  
20 Second Avenue SW, Oelwein  
January 21, 2020 - 5:15 PM

## Call to Order Gearhart 5:17

**Roll Call:** Berryman, Burkhart, Cantrell, Gearhart, Johnson, Jorgensen, Meska, Stasi, Stewart, Taylor

**Attending:** Berryman, Burkhart, Cantrell (By phone until arrived at 5:32) Gearhart, Johnson, Jorgenson Meska, Stewart

**Guest:** Devore

**Absent:** Taylor

## Approval of Minutes

1. Consideration of a motion approving the minutes of the November 18, 2019 meeting

Meska motioned, Stewart 2<sup>nd</sup> All aye, No nay

## Trails Committee Update

Johnson showed the board multiple maps about segment 1 that is a part of the approved trail master plan. Johnson went through the whole section and explained that Alliant will move utility poles along 6th St. NW from the north side to the south side of the road and that he has been talking to neighbors so that everyone is aware of the future project. Johnson and Biederman have been talking with landowners lining up easements so they are ready to build the trail this year.

2. Trail Segment 1C Approval

Johnson showed the board the engineered drawing of the proposed trail segment along the aquatic center. The new segment would fix problem areas with the trail connection to the bridge connection settling, eliminate two steps by removing the fencing around the front area, and swing the trail to the west. The board approved removing the fence and tabled the idea of putting in a volleyball court. Stewart motioned Jorgenson second All aye, No nay.

Meska asked about why the tennis nets were not taken down by the Jr. High. It was explained that the school maintains those nets and Burkhart will email the school why they were not taken down.

## Parks Report

Johnson and Perkins dropped a large willow tree south of the dog park at City Park that was dying and was a safety issue. Jay cut up the tree trunks into pieces so that we can haul it away at a later date. Johnson met with contractors to go over a new window project at the aquatic center. This new window location would give concessions visibility of the actual pool so they can be more aware of what is happening and help as needed. Perkins put up some new LED lighting at the shop so that workstations are well illuminated. Johnson finished work on the Tree City Growth Award and submitted with final approval. The Tree City USA Growth Award, awarded by the Arbor Day Foundation to recognize higher levels of tree care by participating Tree City USA communities. The Growth Award highlights innovative programs and projects as well as increased commitment of resources for urban forestry.

This past month Johnson submitted the interim report for the Well mark foundation large matching grant for the Wings Park trail project. Johnson had Jay pick up three drinking fountains that are a CIP item. Johnson ordered some LED lighting for the flagpole at Woodlawn and at Oakdale. Perkins has been organizing the different shops getting things hung up and put away. Johnson and Perkins set two concrete foundations at the dog park for a senior seminar project in which three students are going to be fabricating some benches. Johnson is completing annual upgrades to the SDS book in the park maintenance shop. This past week the park shop lift was inspected for its annual check. Johnson received some metal cabinets from the PD that is perfect to house our handheld power equipment.

Johnson had Perkins pull the batteries out of all vehicles to keep them inside until he can get to the maintenance of those trucks as he is finishing the mowers. At Woodlawn, we had a headstone delivered for the Scott family that Perkins assisted. Johnson had all employees with a CDL come in and register with the new online system with the DOT.

New flammable cabinets were delivered and put into service at the park and cemetery maintenance buildings. This past weekend the cemetery department had a cremation burial for the Straw family at Woodlawn. This past month Johnson submitted the Fayette County Community Foundation grant proposal to upgrade the electrical services at City Park for the Oelwein Celebration. Johnson discovered EAB in City Park in the main area near the airplane, so far about a half dozen trees infected in the area.

Johnson has been finishing the monthly and year-end reports for the park department. Johnson is also finishing work on the Annual Park and Rec brochure.

Johnson has been working with Jon Biederman with trail work for the next segment of trail that we want to complete this next season. Johnson updated the memorial bench policy, and working on updates to lock

out tag out program and pesticide storage area, forms and procedures. Johnson also updated the burial application form for Woodlawn Cemetery that we have the funeral homes fill out.

Johnson walked the board through the new park and rec website that he has been working on. This new website has a lot of the information on the brochure that he has completed. Forms for different departments have been placed on this site along with applications. Once the site is completed, Johnson will have it linked to the City webpage for everyone to use. Johnson showed the board a few pages of his year-end report and stated that if anyone wanted a copy that they can contact him.

### **Recreation Report**

Burkhart stated that they received \$9k from the charitable foundation for rec programming which should last three years. Burkhart stated that people in need of assistance use the free lunch program. Burkhart stated that the itty-bitty basketball info was sent out and scheduling for Tuesdays and Thursdays for two weeks. Dodgeball info has been sent out and Burkhart is talking with the softball coach to put on a pitching clinic for ages four on up. In December, a used van was purchased for the Rec program as a CIP item. Coed Volleyball is ongoing right now. Burkhart stated the senior seminar project for more storage cubbies has stopped, as the student could not finish the project. Burkhart is talking with Jesse Dinsdale to finish the project. Burkhart stated that school staff, have removed equipment from the message therapy room. The wellness center busy with classes, weight loss program and boot camps.

**Board Member Updates:** None

**Adjournment:** 5:54 Jorgenson motion Stewart 2<sup>nd</sup>, All aye, No nay

**Next Meeting Date:** February 17, 2020, 5:15 at City Hall