



1002 2nd Ave. SE., P.O. Box 2014
Jamestown, ND 58402-2014
Phone: 701-252-3982
Fax: 701-252-3914

TO: JAMESTOWN PARKS AND RECREATION COMMISSIONERS

FROM: Doug Hogan, Director

SUBJECT: Board Meeting – Monday, April 9, 2018 4:00PM

- I. MINUTES OF THE PREVIOUS MEETING**

- II. MONTHLY BILLS**

- III. OLD BUSINESS**
 - A. Pool Demolition/Pool lease agreement amendment for demolition**

- IV. NEW BUSINESS:**
 - A. Lifeguard Certification Reimbursement**
 - B. Approve sidewalk and utility easement**
 - C. Probationary Period PT Staff**

- V. REPORTS:**
 - A. John R**
 - B. John M**
 - C. Junior**
 - D. Amy**
 - E. Ted**

MINUTES OF THE REGULAR BOARD MEETING DATED April 9, 2018

PRESENT: Chairman Larry Knoblich, Vice Chairman Ron Olson, Mike Landscoot, Mark Ukestad

OTHERS: Doug Hogan, Director, Bonnie Ukestad, Amy Walters, John Miller, John Ruff, Ted Kapp

GUESTS: Chris Olson – Representing the Jamestown Sun, Mindi Schmitz

ABSENT: Richard Ryan, Junior Kautz

Chairman Larry Knoblich called the meeting to order at 4:00pm.

Ron Olson made a motion to approve the March 12, 2018 minutes as written. Mark Ukestad seconded. All approved.

Mike Landscoot made a motion to approve the monthly bills. Ron Olson seconded. All approved.

OLD BUSINESS:

Pool Demolition/Lease Agreement amendment for demolition: Doug Hogan reminded the board that last month he reported the initial cost of demolition would be approximately \$280,000. Through conversation about finance options with John Shockley, it was brought up to have University of Jamestown handle the demolition as this could potentially save some money. We will need amendment added to the lease agreement designating UJ to handle the demolition of the pool and Parks & Rec would reimburse. Currently the amendment is with the attorney being reviewed for language. Funding options will be looked at once the bids come in. Anticipating demo during mid-summer. UJ has a substantial pile that we can have for fill which will save money. Currently, looking at around \$191,000 for demolition.

NEW BUSINESS:

Lifeguard Certification Reimbursement: Amy Walters presented a memorandum for consideration of reimbursing lifeguards up to \$180 of their \$225 certification fee. Researching with other districts; most offer some type of reimbursement. The proposed reimbursement is spread out over time and number of hours. \$60 after 6 months/minimum 90 hours, \$60 after 12 months/180 hours, and \$60 after 24 months/360 hours.

Refresher courses are offered at no cost to existing staff. This reimbursement program would go back to the first group trained at TRAC.

Ron Olson motioned to approve the Lifeguard Certification Reimbursement. Mark Ukestad seconded. All approved.

Approve Sidewalk & Utility Easement: The sidewalk will run North and South between Jamestown High School and Two Rivers Activity Center. It will connect to the west sidewalk of TRAC. Ottetail will install some lighting. Mark Ukestad motioned to approve the Sidewalk & Utility Easement. Mike Landscoot seconded. All approved.

Probationary Period for Part-time Staff: Amy Walters presented a memorandum addressing recruiting and retaining part-time employees that after successful completion of probationary period employees are eligible for a wage increase. This includes similar to language in our current Employee Handbook for Full-Time employees. Ron Olson motioned to approve part-time employees who successfully complete the six month probationary period are eligible for wage increase. Mark Ukestad seconded. Approved 3-1 with Mike Landscoot opposing.

REPORTS:

- John R:**
- 1 week left of womens VB, 3 weeks coed VB
 - Easter Egg hunt this past Saturday (COLD)
 - Waiting for corrected bid for AC units
- John M:**
- Snow Removal
 - Contacted Northern Turf for VFD installation – waiting on the weather
 - Checking on chemicals and fertilizers for the season
- Amy:**
- Submitted a written report
 - Preschool & school age full, looking at adding a preschool class in the fall
 - Cold weather has kept the Bubble rental busy
 - Swimming Lessons have started
- Ted:**
- Snow Removal
 - Making repairs as needed
 - Tree trimming

Mark Ukestad moved to adjourn. Ron Olson seconded. Meeting adjourned at 4:40pm. Next scheduled meeting is May 14, 2018.


BONNIE UKESTAD, CLERK


LARRY KNOBLICH, CHAIRMAN