

**PARK BOARD MEETING**  
**May 26, 2017**

Pursuant to due call and order, the Board of Park Commissioners, Dickinson Park District, met for a Roundtable Meeting at 8:15 am, Friday, May 26, 2017 at the West River Community Center.

ROLL CALL: Present were Commissioners Scott Kovash, Scott Karsky, KC Homiston, Tim Daniel. Also present were Director James Kramer, Facility Operations Manager Matt Mack, Recreation/Facilities Manager Ryan Nelson, Grounds Maintenance Manager Scott Mack, Marketing/HR Manager Amber Mathieson, Attorney Nick Gates and Clerk Leah Hoenke. Commissioner Howard Sharpe was absent.

HRGC Rounds Breakdown (Attachment #1) – Manager Matt Mack reviewed the breakdown of the April rounds. Member rounds were 1552 out of total rounds of 2,225.

Patterson Lake Permit Transfer (Attachment #2) – Director James Kramer reviewed a permit transfer request of Site 36 from Jerry Thorstad to Matthew and Nuhli Wokosin, the required \$100 transfer fee has been paid and he recommends approval. MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to approve Patterson Lake Cabin Site Permit Transfer of Site 36 to Matthew and Nuhli Wokosin. Roll call: Ayes-4; Nays-0; Absent-1. Motion carried.

Policy Manual / Job Descriptions (Attachment #3) – Director Kramer said that the attachments were handed out at the last meeting for the commissioners review. He said that all of the job descriptions were reviewed for all positions; minor changes were made to the employee policy manual, most changes were tied to the Affordable Care Act. He commented that the policy manual will continually be reviewed and changes made as needed. Director Kramer recommended approval of both job descriptions and policy manual.

MOTIONED BY: Tim Daniel; SECONDED BY: KC Homiston to approve employee job descriptions as presented. Roll call: Ayes-4; Nays-0; Absent-1. Motion carried.

MOTIONED BY: KC Homiston; SECONDED BY: Tim Daniel to approve the Employee Benefits & Policy Manual as presented. Roll call: Ayes-4; Nays-0; Absent-1. Motion carried.

Manager Updates – Manager Matt Mack said Patterson Lake visitors booth opens today at 11 am, roughly 10 people in modern campground; outdoor pool opening this weekend weather permitting, one small issue with waterslides won't be ready by this weekend but should be next weekend. He also reported that our first session of swim lessons starts next week. The Heart River Shootout registration is ready and was sent out yesterday. Commissioner Tim Daniel asked about online tee times. Manager Mack said there is currently a bug with android phones and phone numbers, but that otherwise it is ready to go. He explained where the links will be located on the website when it is ready by June 1.

Manager Ryan Nelson reported adult softball up and running with sand volleyball opening pushed to next week. He said youth programs staff complete and Heart River Retreat has been very busy and is booked all weekends this month and this week it was booked every day.

Manager Scott Mack finished up aerating of complexes and bigger parks, keeping up with mowing and irrigation. He will have a full crew with seasonal employees soon. At the golf course we hired a weed sprayer, will work at golf course and around town. Assistant Grounds Manager Sam Davis has sprayed all tee boxes; he started to cut back water on fairway 5, will mow today or tomorrow. They are behind on repair work behind 7 tee box and irrigation has been fixed, they replaced variable speed drive on the system.

Manager Amber Mathieson reported being busy with online work, display boards and newsletter, she said there was a lot of engagement with golf newsletter. She is working on print media for hotels, magazines, and working on a new golf rack card that will be distributed at various hotels, CVB, etc. On human resources side there is an open enrollment with dental/vision coming up, along with changes with wellness plan. She said all seasonal positions are full except for lifeguards.

New/Old Business – Mr. Ron Ficek was present at the meeting. He said he is a concerned senior citizen here to bring attention to an issue that exists in the lazy river. He explained that he and another senior citizen were

trying to walk in the river along with approximately 12 kids w/ inner tubes. He said it was impossible to walk in the river while the kids were there and believes it could be a possible law suit. Mr. Ficek said that every day now there has been kids in the pool and it is making it hard to walk in the river and believes there are others that feel the same way. He is hoping that no one gets injured. Commissioner Scott Karsky said he thinks it is a temporary issue when the schools bring in field trips during the month of May. Mr. Ficek said he thinks it would be a win - win if there are no inner tubes allowed in the river, and instead let the kids use the inner tubes in the larger areas of the pool. President Scott Kovash said the issue is more prevalent when the kids are out of school, but that it is a public facility and that the kids pay a fee to use the pool like everyone else does. He said maybe we should monitor better, but let's see what happens now that school is out. Facility Operations Manager Matt Mack said the inner tubes are not allowed outside of the lazy river because it makes it harder for the lifeguards to monitor outside of river, it is a safety issue. He said that during scheduled open swim times, anyone can use the river, it is a shared space. He said that the lifeguards would stop something from happening if something was concerning but it is a shared time. He also said that from 8:00-10:00 am the pool is designated adult swim only, after 10:00 am it is open swim and commented that early mornings from 5:30 am-8:00 am is open swim as well, but there are no kids here during that time. Manager Matt Mack said that the month of May is a really busy month with school groups coming in from out of town on field trips. He said we normally notify members if there are larger groups using the facility, but this year we scheduled the field trips in smaller groups so we didn't feel there was a need to notify the members. He also said when the outdoor pool is open, it is adult swim only for the inside pools. President Scott Kovash said he doesn't have an answer right now, it is a facility for everyone to enjoy. We will look into to see if there is anything we can do in the future. Director James Kramer said when it is open swim, there could be congestion issues. Commissioner Scott Karsky said we try to accommodate everybody. Director Kramer said he believes it to be isolated to the schools field trips in May. Commissioner Tim Daniel said this time frame in May is an unfortunate incident and his suggestion is to monitor it in the future. Commissioner KC Homiston asked if the kids pay a fee when they are on these field trips. Manager Matt Mack said yes, they all pay to use. Mr. Ficek says that his solution meets everyone's requirements, right now he believes services are being denied. President Kovash said he understands where he is coming from, but it is for a very short period of time when this could happen. There is a fine line as to who has the right to be there. He said there are times when you can go to the pool when there are no kids, during adult swim only and that this is a costly building to operate and we need the revenue from everyone. Now that school is out, he can't imagine that we will have the same problems. Manager Mack said during swim lessons, only adult are allowed to water walk and lap swim. Commissioner Tim Daniel said putting the kids out in the larger part with inner tubes, it puts us at a liability with lifeguard supervision, having the kids out of the controlled area. Mr. Ficek said it is advertised as open access to all and he believes that it is not to all people. President Kovash said he doesn't think we can change everything we do for a two week period out of the year. Manager Matt Mack said he will notify lifeguards to keep watch. Commissioner KC Homiston commented that it is a tough situation but if there is opportunity to go at a different time that would be best. Mr. Ficek said he is an adult with adult responsibilities and he cannot come at other times of the day. Commissioner Homiston said that other than notifying adults when the school groups are here he doesn't think there is anything else we can do. Discussion followed. Mr. Ficek said once again that it is not open access. Attorney Nick Gates said it is not denying access, no one is saying that he cannot use it. Mr. Gates explained the liabilities of having the kids in the larger areas with the inner tubes. He said the best thing to do is monitor to see if anything can be done with kids using the inner tubes in an inappropriate manner. Commissioner Karsky said we actually deny the kids access in the mornings during adult swim only, that there are times when it is adults only and he believes that Mr. Ficek is asking too much, we have time set aside for him. Discussion followed.

Adjourn – MOTIONED BY: Scott Karsky; SECONDED BY: Tim Daniel to adjourn the meeting. Upon vote, all aye. Motion carried.

PREPARED BY:

APPROVED BY:

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Clerk

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President