

HARLAN PARKS & RECREATION BOARD – January 26, 2016

The Harlan Parks & Recreation Board met on Tuesday, January 26, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Kristen Van Baale and Tracy Rowedder

Absent: Steven Olson

Also Present: Greg Bladt, Kevin (Hoss) Krohn, Steve Plumb, City Administrator Terry Cox, Mayor Gene Gettys, Mike Kolbe, and Jenney Kelly (HMU)

The meeting was called to order. Tracy Rowedder made a motion, seconded by Connie Lehan to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Connie Lehan and seconded by Mick Soll to approve the minutes of the December 15, 2015 meeting. The motion carried unanimously.

Superintendent's Report (See attached)

- Hoss handed out a Welcome to Higgs Beach Dog Park Photo to give an idea on what their rules are.

Assistant Superintendent's Report (See attached)

- Has around 7.5 miles of sidewalk to clean when it snows.

City Administrator

- The Board will have the 2016/2017 Budget emailed to them to look over.
- Terry brought up the Blue Zone concession stands and the board thought that would be a great idea. Terry and Hoss will work on that for the Pool and J.J Jensen.
- There was a long discussion on a resolution for tobacco free park and recreation facilities. It was moved by Connie Lehan and seconded by Kristen Van Baale to approval to take to City Council. Motion carried unanimously.
- Terry stated that during the budget process it was brought up that there may be a need for a Port-a-pot at Pioneer Park Playground and that would cost \$840/year. This was tabled as no one has received any problems.
- There were a few questions for Hoss regarding the proposed \$50,000 new mower and he answered those.
- Terry stated that Joe Rueschenberg and he will be at the Iowa Concrete Paving Association this week to make a presentation regarding the new trail in Pioneer Park.

Next meeting is set for February 23, 2016.

There being no further business, meeting adjourned.

Terry L. Cox, City Administrator

These minutes are as recorded by the City Administrator and are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – February 23, 2016

The Harlan Parks & Recreation Board met on Tuesday, February 23, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Steven Olson and Tracy Rowedder

Absent: Kristen Van Baale

Also Present: Greg Bladt, Kevin (Hoss) Krohn, Steve Plumb and City Administrator Terry Cox

The meeting was called to order. Tracy Rowedder made a motion, seconded by Steven Olson to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Connie Lehan and seconded by Mick Soll to approve the minutes of the January 26, 2016 meeting. The motion carried unanimously.

Superintendent's Report (See attached)

Assistant Superintendent's Report (See attached)

City Administrator

- Mitch Osborn and Booster Club/Little League are working on a Baseball Bleachers and Batting Cage Project. The Bleacher and Press Box Project is going to cost anywhere from \$46,000 - \$50,000. Terry stated that at the budget hearing, the City Council agreed to participate and add \$20,000 to this project. The construction would start after the baseball season is over.
- The proposed Dog Park for the area around the Utilities New Water Plant is still being discussed by their board members. Terry will find out if they would like any of the Park and Recreation Board members to come join the discussion or a site proposal.
- Terry is working with the City of Algona with healthy concession stand choices at the pool and will request this at the baseball diamonds for Blue Zone.
- Terry got a quote from Klein Fencing and it would be \$11/ft for the dog park fence and this does not include gates.

Next meeting is set for March 29th, 2016.

Lake George Project Update at the next meeting.

There being no further business, meeting adjourned.

Terry L. Cox, City Administrator

These minutes are as recorded by the City Administrator and are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – March 29, 2016

The Harlan Parks & Recreation Board met on Tuesday, March 29, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Steven Olson and Kristen Van Baale

Absent: Tracy Rowedder

Also Present: Greg Bladt, Kevin (Hoss) Krohn, Steve Plumb and City Administrator Terry Cox,
Mayor Gene Gettys, Mike Kolbe, and Jenney Kelly (HMU)

The meeting was called to order. Kristen Van Baale made a motion, seconded by Mick Soll to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Steven Olson and seconded by Mick Soll to approve the minutes of the February 23, 2016 meeting. The motion carried unanimously.

Superintendent's Report (See attached)

- Received an anonymous \$72 donation for the parks and that will go to the JC Park Project.
- Concerned will be having people work to clean up J.J. Jensen like we have in the past.
- Working on prices for the JC Park Project retaining wall, prices ranges for \$4,000-\$8,500 and Hoss will come back in April with pictures and final numbers.

Assistant Superintendent's Report (See attached)

City Administrator

- The City Council agreed to participate and add \$20,000 to the Baseball Bleachers and Batting Cage Project. The construction would start after the baseball season is over and be ready for 2017.
- Terry is waiting to talk to Ken Weber about the Dog Park proposed area.
- Connie received a report from Jane Smith on where we sit with money for J.J. Jensen playground equipment, JC Park playground equipment and Lake George playground equipment.
- Terry and Hoss stated that the racetrack at Lake George has been completed and looks very nice.
- Handed out a map of what the City of Harlan owns for J.J. Jensen and what the Shelby County Fair Association owns.
- We have a bicycle rack that will be going across from the Theatre for Blue Zone.
- Terry and Connie applied for the 2016 All-Star Community Award Application for Pioneer Park Trail.

Next meeting is set for April 19th, 2016.

Mayor Gene Gettys brought up that he got some grant money to be used for Movie in the Park.

April 20th is the Community clean up day.

There being no further business, meeting adjourned.

Terry L. Cox, City Administrator

These minutes are as recorded by the City Administrator and are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – April 19, 2016

The Harlan Parks & Recreation Board met on Tuesday, April 19, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Tracy Rowedder, Steven Olson and Kristen Van Baale

Absent: None

Also Present: Greg Bladt, Kevin (Hoss) Krohn, Steve Plumb and City Administrator Terry Cox, Mike Kolbe, Dave Pedersen, City Clerk Jane Smith and Jenney Kelly (HMU)

The meeting was called to order. Steven Olson made a motion, seconded by Kristen Van Baale to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Mick Soll and seconded by Kristen Van Baale to approve the minutes of the March 29, 2016 meeting. The motion carried unanimously.

Superintendent's Report (See attached)

- Went through some JC Park Playground Project financials and the total cost is \$67,580.96. We are short \$11,494 to complete the project. After lengthy discussion it was moved by Connie Lehan and seconded by Kristen Van Baale to approve this project and have Terry take it to P&F to come up with the needed monies. Motion carried unanimously.
- The City Clerk is coming up with fees for different things and our ball diamonds at J.J. Jensen haven't been looked at for awhile and it was recommended to charge other cities that want to come in and play on them. It was moved by Connie Lehan and seconded by Steven Olson to charge \$150 for one game and \$200 for two games. Motion carried unanimously.
- It was moved by Connie Lehan and seconded by Mick Soll that the pool pass discount will be good until May 27, 2016. Motion carried unanimously.

Assistant Superintendent's Report (See attached)

City Administrator

- Community Kids Fest movie and looking at J.J. Jensen and it needs to be done by the end of June. Volunteers are Connie Lehan, Greg Bladt, Mike Kolbe, Kevin (Hoss) Krohn and Terry L. Cox to finalize all the pieces that it will take to get this going. Movie night would be June 4th, 2016.

Next meeting is set for May 24th, 2016.

There being no further business, meeting adjourned.

Terry L. Cox, City Administrator

These minutes are as recorded by the City Administrator and are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – May 24, 2016

The Harlan Parks & Recreation Board met on Tuesday, May 24, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Steven Olson and Kristen Van Baale

Absent: Tracy Rowedder

Also Present: Greg Bladt, Kevin (Hoss) Krohn, Steve Plumb, Mayor Gene Gettys, Mike Kolbe, Dave Pedersen, City Clerk Jane Smith, Ashley Schleis, Jenney Kelly (HMU) and Joey Fields

The meeting was called to order. Kristen Van Baale made a motion, seconded by Steven Olson to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Mick Soll and seconded by Kristen Van Baale to approve the minutes of the April 19, 2016 meeting with one change. The motion carried unanimously.

Superintendent's Report (See attached)

- Joey Fields was present to discuss the GAGA Ball Pit he presented last June. He plans to attend the June 21st, 2016 Park and Recreation meeting with more information on how much room he would need and the best location.
- Sand volleyball is going to be held at North Park and JC Park instead of North Park and Potter's Park due to the sun.
- Pool is ready to go; it will open at noon on Saturday, May 28, 2016.
- Dan Crees is being held off until the park equipment is installed to put up the retaining wall.
- Steve's grandsons helped clean and replant the two flower beds at Pioneer Park.
- Everyone is keeping up with mowing and at J.J. Jensen.

Assistant Superintendent's Report (See attached)

- Bathrooms are up and going.
- Working on the pool.
- Plan to start working on JC Park in approximately 10 days.

Connie Lehan discussed the Community Kids Fest, which will be held on June 4th, 2016 and asked who was planning to volunteer. They will be getting the popcorn from Sharon Lucke at the Harlan Theatre and Shelby County State Bank will donate the water. There will be many activities for the kids to participate in. The movie will start at dusk, approximately 9:00 P.M. It was moved by Connie Lehan and seconded by Steven Olson to authorize paying for an ad in the paper twice before June 4th, 2016. Motion carried unanimously.

The next meeting is set for Tuesday, June 21, 2016.

There being no further business, meeting adjourned.

Ashley Schleis, Receptionist

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – June 21, 2016

The Harlan Parks & Recreation Board met on Tuesday, June 21st, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, and Kristen Van Baale (via phone)

Absent: Tracy Rowedder and Steven Olson

Also Present: Greg Bladt, Kevin (Hoss) Krohn, Steve Plumb, Mike Kolbe, City Clerk Jane Smith, Ashley Schleis, Jenney Kelly (HMU) and Joey Fields

The meeting was called to order by Connie Lehan. Mick Soll made a motion, seconded by Kristen Van Baale to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Kristen Van Baale and seconded by Mick Soll to approve the minutes of the May 24, 2016 meeting with one change. The motion carried unanimously.

Superintendent's Report.

- Joey Fields was present to discuss the GAGA Ball Project. He handed out a picture of the design, along with the location and the dimensions. It was moved by Mick Soll and seconded by Kristen Van Baale to approve the GAGA Ball be located at the NE corner of Jaycee Park and that it will be moved to Little George Park if there are too many complaints. Motion carried unanimously.
- Reviewed the pool ticket and concession stand financial reports. Everything is going good. Discussed 2015-2016 comparisons and numbers are up this year.
- There was a Celebration of Life held at Pioneer Park for Rolie Christensen, in which the family planted a tree; Hoss provided a picture of the tree.
- Hoss passed around a picture of the memorial garbage container that was mounted on the south side of Pioneer Park for Darold Wittrup.
- Mike Kolbe recognized Hoss for rescuing a Hawk from the grill of the truck; it made the front page of the paper.
- Jaycee Park playground equipment will be assembled next week.

Assistant Superintendent's Report.

- Working on the pool.
- Working at Jaycee Park.
- Finished taking sand to the volleyball courts and sandboxes.

Kids Fest went great and there was a great turnout.

A willow tree was planted on the Pioneer Park island by the Alan & Donna Mores family. The Board would now like to plant some prairie grass on the island.

The next meeting is set for Tuesday, July 19, 2016 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – July 19, 2016

The Harlan Parks & Recreation Board met on Tuesday, July 19th, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Kristen Van Baale and Steven Olson

Absent: Tracy Rowedder

Also Present: Greg Bladt, Kevin (Hoss) Krohn, Mike Kolbe, City Clerk Jane Smith, Ashley Schleis, Jenney Kelly (HMU), Dave Pedersen and Sharon Kroger

The meeting was called to order by Connie Lehan. Kristen Van Baale made a motion, seconded by Steven Olson to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Mick Soll and seconded by Kristen Van Baale to approve the minutes of the June 21, 2016 meeting with one change. The motion carried unanimously.

Superintendent's Report.

- Hoss discussed the pictures that were handed out of a fish and the playground progress at Jaycee Park, see attached.
- Still working on the pool ticket sales financial comparison.
- The new batting cage was flattened in the storm this morning, Tuesday, July 19, 2016.
- Harlan swim team finished the 2016 season undefeated and also set many records.
- Harlan Little League season has ended; the grounds keepers are working on repairs and maintenance.
- Mick and Marv are mowing a lot with all of this rain.
- There was discussion on having meetings every other month or every three (3) months and the board decided that they would like to keep the meetings every month and RSVP to Ashley if having lunch.
- The pool will be open until Labor Day.

Assistant Superintendent's Report.

- Animal Control
- Working at Jaycee Park.

Connie Lehan stated that we received \$7 in donations from the Shelby County Fair. Connie is working on a Monogram grant application.

It was discussed to have a ribbon cutting for Jaycee Park on August 17th, 2016 at 5:30 P.M. with a rain date of August 18th, 2016 at 5:30 P.M. with the girl scouts included. Sidewalks will need to be installed in the future as the playground will be handicap accessible. Hy-Vee will donate popsicles.

Other Business.

- Mike Kolbe stated that The Harlan Fire Department will be having a hydrant party on August 6th and August 13th from 1:00 P.M. – 2:00 P.M. on Dye Street.
- Mike Kolbe asked about rules at the Skate park and it is skate at your own risk.
- Dog park was discussed.

The next meeting is set for Tuesday, August 23, 2016 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – August 23, 2016

The Harlan Parks & Recreation Board met on Tuesday, August 23rd, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Kristen Van Baale and Tracy Rowedder

Absent: Steven Olson

Also Present: Greg Bladt, Kevin (Hoss) Krohn, Steve Plumb, Mike Kolbe, City Clerk Jane Smith, Ashley Schleis, Jenney Kelly (HMU), Mayor Gene Gettys, Denny Siemers and Gervas Mgonja from Town & Country Credit Union and Todd Valline with Shelby County Chamber of Commerce and Industry.

The meeting was called to order by Connie Lehan. Kristen Van Baale made a motion, seconded by Tracy Rowedder to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Mick Soll and seconded by Kristen Van Baale to approve the minutes of the July 19, 2016 meeting. The motion carried unanimously.

Superintendent's Report.

- Jaycee Park is up and going.
- Klein Fencing may be stopping in Harlan today to give some options for fence at Jaycee Park.
- Attached is a quote for the new scoreboard at the High school Softball field.
- Attached are different options for a fountain in Pioneer Park.
- GAGA Ball is going great and has been very popular.
- Red mulch is done at Jaycee Park and will be done at the other parks.
- Hoss passed out a pool comparison that compared the 2015 season to the 2016 season.

Assistant Superintendent's Report.

- Steve along with Chris, Jake, Mick and Hoss have finished the dirk work and seeding at Jaycee Park.
- Working on maintenance at the pool and parks.

Connie Lehan submitted for another grant for movie in the park.

Jane Smith stated that the ribbon cutting for Jaycee Park was wonderful.

Other Business.

- Denny Siemers and Todd Valline were present to discuss a project in which businesses, groups or individuals would sponsor Christmas lighting displays at Pioneer Park. Harlan was known as the “City of Lights”, and they would like to bring visitors to town to see the displays. After lengthy discussion it was moved by Connie Lehan and seconded by Kristen Van Baale to approve making a recommendation to the Council that this project move forward. Motion carried unanimously.

The next meeting is set for Tuesday, September 20, 2016 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – September 20, 2016

The Harlan Parks & Recreation Board met on Tuesday, September 20, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Kristen Van Baale and Steven Olson

Absent: Tracy Rowedder

Also Present: Greg Bladt, Kevin (Hoss) Krohn, City Clerk Jane Smith, Ashley Schleis and Brad Robinson

The meeting was called to order by Connie Lehan. Kristen Van Baale made a motion, seconded by Steven Olson to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Mick Soll and seconded by Kristen Van Baale to approve the minutes of the August 23, 2016 meeting. The motion carried unanimously.

Brad Robinson was present to discuss having surveillance cameras at the Skate Park, due to bullying and illegal activity going on. The board would first like to talk to the Police Department and the City Attorney, then they will get back to him.

Superintendent's Report.

- Having issues with minors smoking.
- There is vandalism going on in the bathrooms at Jaycee Park.
- Alzheimer's walk is on Saturday, September 24, 2016 at Pioneer Park.
- Chris went to a workshop on turf and baseball diamonds.
- The pool was drained on 9/6/16.
- MOPS would like to donate a diaper changing table to Jaycee Park.
- Jeff Klein gave some estimates on fencing for Jaycee Park.
- Mowing is still going strong.
- Steve will be out for 6-8 weeks for hip replacement.
- There was discussion on clean up and maintenance of the island in the pond at Pioneer Park, however no action was taken.

The next meeting is set for Tuesday, October 18, 2016 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – October 18, 2016

The Harlan Parks & Recreation Board met on Tuesday, October 18, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Mick Soll, Tracy Rowedder and Steven Olson

Absent: Kristen Van Baale

Also Present: Greg Bladt, Kevin (Hoss) Krohn, City Clerk Jane Smith, Ashley Schleis, Jenney Kelly, Mike Kolbe, City Administrator Gene Gettys and Tom Zaccone

The meeting was called to order by Connie Lehan. Tracy Rowedder made a motion, seconded by Steven Olson to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Steven Olson and seconded by Tracy Rowedder to approve the minutes of the September 20, 2016 meeting. The motion carried unanimously.

Tom Zaccone was present to discuss the Pioneer Park Pond. Tom inquired about a fountain and wanted to know if the City of Harlan is planning on keeping the island or taking it out. Tom also asked about dredging the pond and treating it for algae. Tom mentioned there may be grants available to the City of Harlan to use for these situations.

Superintendent's Report.

- Lake George is running over.
- Keeping busy with mowing and winterizing.
- Received \$5,000.00 from Monogram Loves Kids Foundation, that will go towards a new softball scoreboard.
- Gene met with Atlantic Bottling and will be meeting with the school regarding the scoreboard.
- Hoss will contact MOPS regarding the baby changing table for Jaycee Park bathroom.
- Discussed playground equipment at Lake George and J.J. Jensen Park

Next Movie in the Park will be tentatively June 3rd, 2017. Will check to see if the school is available for a back-up location in case of bad weather.

Mike Kolbe brought up the possibility of putting the fountain at J.J. Jensen, if it didn't work at Pioneer Park.

Gene would like for Grants to be a topic on every agenda.

The next meeting is set for Tuesday, November 22, 2016 at noon.

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.

HARLAN PARKS & RECREATION BOARD – November 22, 2016

The Harlan Parks & Recreation Board met on Tuesday, November 22, 2016 at 12:00 Noon, in the Council Chambers at City Hall.

Present: Connie Lehan, Kristen Van Baale, Tracy Rowedder and Steven Olson

Absent: None

Also, Present: Kevin (Hoss) Krohn, Steve Plumb, Ashley Schleis, Jenney Kelly, Mike Kolbe, City Administrator Gene Gettys and Mick Soll

The meeting was called to order by Connie Lehan. Tracy Rowedder made a motion, seconded by Steven Olson to approve the agenda as presented. The motion carried unanimously.

Any conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Steven Olson and seconded by Kristen Van Baale to approve the minutes of the October 18, 2016 meeting. The motion carried unanimously.

Superintendent's Report.

- Bathrooms are locked up.
- Putting Christmas lights up at Pioneer Park.
- Received \$5,000.00 from Monogram Loves Kids Foundation, that will go towards a new softball scoreboard and received \$1,000.00 that will go towards playground equipment.
- Hoss expressed some concerns to Lajissa with MOPS about vandalism at Jaycee Park, however MOPS would still like to donate the changing table for the woman's restroom. There is a meeting on December 8th, 2016 from 6:30P.M. – 8:30P.M. if anyone would like to stop from the Park and Recreation Board
- Hoss did some research and found out that most people take their fountains out of the water during the winter.

Assistant Superintendent's Report

- Working on closing restrooms in the parks.
- Helping Dave Goede put up Christmas lights in the park.

There were a few names given to replace Mick on the Park and Recreation Board and those names will be given to Kate Kohorst, Mayor of Harlan.

Connie is working on a spreadsheet of all the grants that the City of Harlan has applied for in the past few years.

Tracy Rowedder asked Gene if there was any new news with the Bleacher Project at J.J. Jensen. Gene stated that the City is working with the School and working on getting a plan together.

The Park and Recreation Board thanked Mick Soll for his years of service on the board and presented him with a certificate.

The next meeting is set for Tuesday, January 24, 2017

There being no further business, meeting adjourned.

Ashley Schleis, Recording Secretary

These minutes are subject to Board approval at the next regular meeting.