

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, FEBRUARY 13, 2018
REGULAR MEETING MINUTES**

PRESENT:

Present at Roll Call were Commissioner Emily Dornseif; Commissioner Dennis Melgaard; Commissioner Miller; and Chair Mike Sutton. Also present was Assistant City Administrator Mark Nagel.

CALL TO ORDER:

The meeting was called to order at 4:02 PM in Conference Room B at Elko New Market City Hall, 601 Main Street.

APPROVE AGENDA:

Mr. Nagel said there were two additions to the January meeting – bills for portable restrooms rental from Schlomkas and Dazzling Dave Schulte for the 2/1 Winter Program at the Library, which will be added under 7.f. – Consider Approval of Bills. Upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the February Meeting Agenda was unanimously approved by the Parks Commission.

CITIZEN COMMENTS:

There were no citizen comments made at the February, 2018 Parks Commission Meeting.

APPROVAL OF MINUTES OF JANUARY 9, 2018 PARKS COMMISSION MEETINGS:

Upon motion by Chair Sutton, seconded by Commissioner Melgaard, the Commission unanimously approved the Parks Commission Minutes for the January 9, 2018 meeting by voice vote.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

There were no Petitions, Requests, or Communications presented at the February, 2018 Parks Commission Meeting.

UPDATES:

Mr. Nagel reviewed the January 31, 2018 ENM Parks Commission Update, which contained 20 items, with the Commissioners. He noted that the Commissioner Dornseif had been reappointed to another 3 year term effective March 31, 2018.

Chair Sutton reported that the next event for the CCEC would be the Egg Hunt and that the next meeting of the CCEC was on February 20, 2018.

Mr. Nagel reported the January 11th meeting of the New Prague Community Ed Advisory Board had been cancelled and the he would send an email to Commissioners to see if any of them could make it for the March 8th meeting since Commissioner Zahratka would be out of town. Cahir Sutton indicated that he would be able to attend.

OLD/NEW BUSINESS:

Mr. Nagel said the Final Draft of the Rowena Pond Park RePurposing Plan, including the phasing and costs, were presented to City Council on January 25th. He told the Council that the preliminary estimate for the project was around \$225,000, not including contingency, and would be done in 3 phases beginning this year. At their February 8th Meeting, the City Council approved the RePurposing Plan with one minor revision – a dirt infield, instead of a grass infield. Mr. Nagel thanked Chair Sutton for attending the meeting to assist with the Presentation. Mr. Nagel said that the Parks Commission could now move forward with the implementing the Plan.

Mr. Nagel updated the Commissioners on discussions with the Elko Baseball Club on their request to fence around Old Elko City Hall Park. He said that the a representative of the Club was agreeable to sliding fence around the Park that would remain open all the time with the exception of events at ballfield. Consensus of the Parks Commission was that the Club should provide funds to assist in moving the swing to accommodate the fence and that a letter noting the approval of the fence be provided by the Club Board of Directors. Mr. nagel said

that he would need to check with the City Attorney to make sure that the proposed solution would meet legal standards for a public park.

Mr. Nagel said that the recent Emerald Ash Borer Report by S & S Tree Service contained good news – NO signs of the Emerald Ash Borer were present in any ash trees on public property in the City. The report also identified ash trees that should be saved and those that could be taken down. He said that the company noted that saving the 17 ash trees that they recommended be saved would cost around \$3,000. He said it included 2 years of application of treatment, plus a guarantee of suitable replacement trees should the treatment not work. He said that the Parks Commission would need to go the City Council for funding should the decision be made to move forward. Mr. Nagel presented an email to Commissioners from the company that attempted to answer the questions on the bid asked by Parks Commissioners at the January Meeting. After much discussion, the Parks Commission directed Mr. Nagel to ask the vendor to provide more information on the number of treatments that would need to be done over a 10 year period and the size of replacement trees for the March Meeting. No further action was taken by the Parks Commission on this Agenda Item.

Mr. Nagel presented an email outlining the proposed Winter programming for the 4 Thursdays at 6:30 PM in February, 2018 at the ENM Library Branch. He said that the first 2 programs were well attended with 108 people at the 2 events so far. The Big Fun Show and the Rad Zoo are the last 2 events on 2/15 and 2/22 at 6:30 PM. No further action was taken.

Mr. Nagel reviewed the Annual Goals Process for 2018 with Commissioners. This year, he said, he asked City Council if they had specific goals and asked City Staff to do the same. Upon motion by Chair Sutton, seconded by Commissioner Melgaard, the Parks Commission unanimously approved the 2018 Goals as presented.

Mr. Nagel presented the 2017 Annual Report to the Commission noting that much had been completed last year. He said that the Annual Report would be presented to City Council at a later. On motion by Commissioner Miller, seconded by Commissioner Dornseif, the Parks Commission unanimously approved the 2017 Annual Report and directed Mr. Nagel to forward it to City Council for their review.

Mr. Nagel presented the Bill List to the Commissioners – Dave Schulte for Winter Program for \$345; Schlomka's Portable restrooms for \$2600; NP Community Ed

for Summer Movies/Events coordination for \$1,559.53; and Link Cabinets for the wood frame for the 10th Anniversary Exhibit for \$300.00. Upon motion by Commissioner Miller, seconded by Commissioner Dornseif, the Parks Commission unanimously approved the Bill List as presented.

OTHER BUSINESS:

Mr. Nagel said that while there was interest in reviving the Vet's Memorial Park proposal from 2014, the City council declined to take a lead on the project opting for one of the Veteran's organizations to do so, if they were interested. Should that occur, he noted that the Parks Commission may be assigned to work with them, since it may be constructed in a City park.

NEXT MEETING:

The next meeting of the ENM Parks Commission was set for Tuesday, March 27, 2018 at 4:00 PM in Conference Room A of Elko New Market City Hall

PARK COMMISSIONER COMMENTS:

There were no comments provided at the February Parks Commission Meeting by Parks Commissioners.

ADJOURNMENT:

There being no further business to come before the Parks Commission, upon motion by Commissioner Melgaard, seconded by Commissioner Dornseif, the meeting was adjourned by voice vote at 5:08 PM.

**Respectfully Submitted,
Mark Nagel, Assistant City Administrator**