

**ELKO NEW MARKET PARKS COMMISSION
TUESDAY, MARCH 26, 2019
REGULAR MEETING MINUTES**

PRESENT:

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

CALL TO ORDER:

The meeting was called to order at 4:03 PM in Conference Room B at Elko New Market City Hall, 601 Main Street.

APPROVE AGENDA:

Mr. Nagel added 3 bills to the Agenda Item on Approval of Bills – Schlomka’s Portable restrooms and 2 from vendors for the winter Programs at the Library – Liz ford Yoga and Stephanie L. Adams Face Painting. Upon motion by Commissioner Miller, seconded by Commissioner Dornseif, the Parks Commission unanimously added the 3 bills to the Agenda under 7.f. Approval of bills.

CITIZEN COMMENTS:

There were no citizens present at the March Parks Commission Meeting to make comments to the Parks Commission.

APPROVAL OF MINUTES OF FEBRUARY 19, 2019 PARKS COMMISSION MEETING:

Upon motion by Commissioner Dornseif, seconded by Commissioner Miller, the Parks Commission unanimously approved the February 19, 2019 Parks Commission Minutes, as printed.

PETITIONS, REQUESTS, AND COMMUNICATIONS

Mr. Nagel reviewed the NRPA Inclusion Policy Guide, noting that this would be a topic that the Parks Commission would need to discuss later this year.

UPDATES:

Mr. Nagel reviewed the February 28, 2019 ENM Parks Commission Update, which contained 17 items, with the Commissioners. Mr. Nagel said commented that the new Accountant, Kellie Stewart, had started, so he would have the 2019 Budget update available by the April 9th Parks Commission Meeting

Chair Sutton reported that the CCEC would be discussing the 2019 Egg Hunt at their April 9, 2019 meeting, which will immediately followed the Parks Commission meeting.

OLD/NEW BUSINESS:

Mr. Nagel provided a copy of the Spring/Summer spreadsheet of all of the New Prague Community Ed programs to be held in Elko New Market for the information of Commissioners. He said that this format will make it easier for Staff to publicize these events. No further action this item by the Parks Commission.

Mr. Nagel presented 3 bids for 100 yards of Engineered Wood Fiber – MW Playground for \$1,799; Finnegan Playground Adventures for \$2,115; and Flagship Recreation for \$2,107.43 – noting that the wood fiber would be used on the City playgrounds as need to maintain handicapped accessibility. He said that he recommended the Parks Commission approve the low bid from MW Playground. Upon motion by Commissioner Miller, seconded by Commissioner Melgaard, the Parks commission unanimously accepted the low bid of \$1,799 for 100 yards of Engineered Wood Fiber from MW Playground.

Mr. Nagel reviewed the details of the 2019 Twins Youth Baseball Clinic with the Parks Commissioners. The date for the Clinic will be on Saturday, June 15th with participants ages 6 – 9 from 10 AM to 11:30 AM and ages 10 – 13 from 11:30 AM to 1 PM. As in the past, both boys and girls are invited participate. The event will be held at Fredrickson Field along with the Elko Express. Upon motion by Commissioner Miller, seconded by Chair Sutton, the Parks Commission unanimously approved co-sponsoring the 2019 Twins Youth Baseball Clinic with the Elko Express Baseball Team.

Mr. Nagel said that there's been renewed interest in having a Farmer's Market in Elko New Market and is on the 2019 Goals list for the Parks Commission. He reviewed his memorandum with the Commissioners noting that there were a few options available for implementation of a Farmers' Market in the city – it could be run by the Chamber of Commerce or another civic organization; it could be done with another area City; it could be hosted by a nearby farm; or the City could be done by an Intern hired by the City to handle this program. After much discussion, the Parks Commission directed Mr. Nagel to pursue all options for a Farmers' Market and report back to the Parks Commission at the April meeting. No further action was taken.

Mr. Nagel called the Parks Commissioners attention to a Memorandum from Leiviska Golf Design saying that construction of the new Disc Golf course would begin on Monday, June 3rd with a Pre-construction Meeting tentatively scheduled for Monday, May 13th at 10 AM. No further action was taken by the Parks Commission on this item.

Mr. Nagel presented the Bill List to the Commissioners – 2 bills from Schlomka's Portable Restrooms for services for January and March for a total of \$840.00; National Archery in the Schools Program for equipment for \$2,250; Liz Ford Yoga for a Winter event presentation for \$200; and Stephanie L. Adams for Face Painting at a winter event for \$100. Upon motion by Commissioner Melgaard, seconded by Commissioner Miller, the Parks Commission unanimously approved the Bill List for the March meeting.

OTHER BUSINESS:

Mr. Nagel reported that he had forwarded the interest of Commissioners Melgaard and Miller to be reappointed to a 3-year term. He said that the Council accepted their interest in continuing to serve the community, but chose to consider other potential applicants, as well. He asked that both Commissioners Melgaard and Miller re-apply by filling out the application form online.

There were no additional business items to come before Commissioners at the March 26, 2019 Parks Commission meeting.

NEXT MEETING:

Upon motion by Commissioner Melgaard, seconded by Commissioner Dornseif, the next meeting of the Parks Commission was set for Tuesday, April 9, 2019 at 4:00 PM in conference Room B of Elko New Market City Hall.

PARK COMMISSIONER COMMENTS:

There were no additional comments from Commissioners at the March 26, 2019 Parks Commission meeting.

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 5:05 PM.

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