

Prairieville Parks and Recreation Commission

Regular Meeting

August 21, 2021 6:30 PM Meeting Township Hall

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CALL TO ORDER: 6:30 PM

ROLL CALL: Chairperson - Joanna Haneckow-Present

Vice-chairperson - Kevin Louden-Present

Secretary - Judy Risdon- Present

Treasurer - John Kurak- Present

Recreation Director - Scott Kuebler- Present

All present

REVIEW/APPROVAL OF AGENDA: Motion to accept the agenda as amended made by - Judy Risdon
Seconded by Kevin Louden Motion carried

REVIEW/APPROVAL OF MINUTES: Motion to accept the minutes as stated made by Scott Kuebler
Seconded by Kevin Louden Motion carried

TREASURER'S REPORT - Bank Balance/Pooled Cash 7.31.21 \$168,073.94 pending verification.

REVIEW/APPROVAL OF BILLS FOR PAYMENT –

Motion made to accept the Treasure's report & to pay bills Of \$ 5999.42 made by Scott
Kuebler Second by Judy Risdon Motion carried

CORRESPONDENCE:

John Hoek Hanging Pass changes for next year

1. When the new tag is lost, give tag number to the Parks Manager & Ordinance Officer to determine if there is errant usage to issue tickets
2. Check with legal for language
3. Use Oak Drive for Parker road address
4. Devise a procedure for tracking lost card/tag

PARKS REPORT Rob Robinson None

Did have trash can issues at Pine Lake Rec & Lower Crooked Lake. Noted.

GROUNDS MAINTENANCE REPORT Wayne Burdo; none.

PUBLIC COMMENT (3 minutes - state name and address) none.

Andy Wasko, 8210 Delton Rd., If I have a pass and use a friend's truck & my boat, can I use my
pass? Yes, the pass is issued to your household.

UNFINISHED BUSINESS

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1. Parks Manager Status

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A motion was made by Scott Kuebler to enter a closed session for discussion of hiring a Parks Manager, second by Judy Risdon. Motion carried.

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Entered Closed Session at 7:00 PM

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Discussion with candidates included but was not limited to:

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a. Touring the parks,

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b. Usual duties,

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c. Computer knowledge,

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d. Hours, expectations,

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e. Snow plow truck,

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f. Training, educating, hiring staff

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Criteria for selection based on:

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1. Length of desired employment

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2. Response time to urgent issues

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3. Family Commitment

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4. Leadership Ability

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5. Problem solving abilities

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6. Experience & Commitment

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7. Public relations

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8. Teaching Abilities

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9. Reference

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The Commission will offer the position to the top candidate and report acceptance at the next meeting.

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A motion was made to return to the monthly meeting by John Kurak and second by Scott Kuebler. The motion carried. Adjourned at 7:30PM.

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Regular meeting rejoined at 7:31PM

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2. Fishing Tournament Schedule

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2021

2022

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Gull Lake

7

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Pine Lake

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Lower Cooked Lake

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0

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Upper Cooked Lake

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3. Five Year Plan for Public Review

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a) Commission Members have been issued binders with the requirements for developing the Five Year Plan and Applications for Grants

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- 69 b) The book is segmented into sections for achievements and goals, and actions
70 taken. The Public Survey is included for the Five Year Plan.
71 c) The current Five year plan is up to 'G' in the required actions for the proposed
72 plan
73 d) The Public Notice will be posted and the Plan will be available for review
74 electronically as well as at the Township Hall, to be viewed at the Hall.
75 e) Letters will be sent concurrently to the reviewing agencies.
76 f) After the review the Commission will approve the Plan and present to the
77 Township Board for approval.
78 g) The Lease Agreement will be added to the Plan

79 **NEW BUSINESS** –

80 We need to review the salary status for the Manager, assistant manager, and the summer help.
81 We need to canvas area parks and the DNR for averages.

82 **PUBLIC COMMENT** (3 minutes - state name and address)-

83 **BOARD COMMENTS**

84 Chairperson - Joanna Haneckow

85 *Please review the binders this week for any errors or corrections so the Five Year Plan so it can be*
86 *reviewed. Thank you all for your feedback.*

87 Vice-chairperson - Kevin Loudon

88 *Thank you for putting the books together. There is a lot of work here.*

89 Secretary - Judy Risdon

90 *Joanna needs to get reimbursed for the binders and dividers. There is a lot of work here.*

91 Treasurer - John Kurak

92 *Thank you for the hard work!*

93 Recreation Director - Scott Kuebler

94

95 **ADJOURNMENT:** 7:50PM

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97

98 Respectfully submitted by

99 Lorraine Brown

100 269 352 7242