

TOWN OF NEWBURGH
Park Board
MINUTES June 16, 2015

MEMBERS PRESENT: Wanda Kavanaugh, Mary Ann Wilsbacher, Kevin Reine; Ron Keller

ADMINISTRATIVE PRESENT: Leanna Hughes, Town Council Liaison; Lori Buehlman, Town Manager;
Kristen Head, Attorney

CALL TO ORDER

Mrs. Wilsbacher called the meeting to order at 6:47 p.m., calling roll and noting that Matt Timmel was absent, with all other members present.

MINUTES

Mrs. Kavanaugh moved to adopt the minutes of the May meeting as presented. Mr. Reine seconded and the motion carried.

NEW BUSINESS

Hiring Additional Pool Staff

Mrs. Wilsbacher noted that the first-year guard pay rate was listed at \$7.40 and the board had raised the rate to \$8 at the last meeting. Ms. Buehlman said two on the list have not yet obtained certification, so they can't be hired yet. She also said it would be nice to have four additional lifeguards.

Mrs. Wilsbacher moved to hire those on the list who are certified, pending a negative drug screen, as temporary seasonal employees with no benefits. Mr. Reine seconded and the motion carried.

Dave Harris, a volunteer mentor at the pool this summer, was presented with a Park Ambassador name badge. He had requested a title to give him some credibility with the public, she said.

Mr. Harris said the pool managers are doing a great job. The facilities are clean and safety issues are addressed. The guards on the stand are paying attention.

Pool Policy Guidelines

Judy Leyden, 209 Monroe Street and owner of the Garden School for the past 20 years, approached the board with an issue that arose last week at the pool. She assured the board she is fully insured and has been bringing her students to the pool since 1983. She was questioned about her pupil to adult ratio by pool staff.

Mrs. Wilsbacher explained that the town is looking at safety issues in response to concerns voiced by the insurance company. The diving board, for example, has been removed, she mentioned.

Bob Dillow, the town's insurance representative, told Mrs. Leyden she needed to add the town as an additional insured to her school insurance policy if she plans to bring students to the pool.

All schools or businesses that bring people to the park/pool are being asked to provide a certificate of insurance, Mrs. Wilsbacher said.

Mrs. Leyden said day care providers are bringing in groups with higher student to adult ratios.

Mrs. Wilsbacher said each case will be reviewed by pool staff as it arises.

The board is going to review and update pool/park guidelines, based on the city of Evansville's current policy standards.

Mrs. Wilsbacher said policy has not been enforced in the past, but changes have been made this year, such as having everyone come to the Town Hall for pool passes and having the concession stand under the auspices of Cleo's instead of operated by pool employees.

One item in the model guidelines that will probably be adopted by the Park Board, Mrs. Wilsbacher said, is to require businesses and schools to complete a form with names of adult supervisors and the number of children in the group. One person will sign the form upon arrival and departure.

Mrs. Leyden said she is willing to comply with safety standards and volunteered to help develop new guidelines.

Mrs. Wilsbacher said she doesn't anticipate getting the new guidelines approved before the end of pool season this year. She emphasized that the new guidelines will have to be reviewed by legal after the board agrees on them. She asked board members to review the guidelines from Evansville and email Ms. Buehlman with suggestions. Items that all board members agree on will not be discussed.

Mrs. Kavanaugh said the pool managers should have a copy of the policy. Mrs. Wilsbacher said she wants it to be digital, too.

She asked Mrs. Leyden to inform the pool when she plans to bring in groups and if she will not be bringing children on the usual day, so staff assignments can be adjusted. Mrs. Kavanaugh assured Mrs. Leyden that this policy is for everyone using the pool. Mrs. Kavanaugh said advance scheduling for schools and business groups is included in the policy.

Mr. Harris volunteered to help establish the guidelines.

Mrs. Hughes said she has a problem with any policy that is enforced only for businesses and schools. She said some unlicensed daycare operators bring in several children, and mothers bring in the neighborhood children without being required to meet the adult to children ratio.

Mr. Dillow said the town's insurance carrier has changed to Bliss McKnight, the number one insurer of medium sized cities and towns in Indiana. This company emphasizes loss control, he said. It is Bliss McKnight's recommendation that schools and businesses provide a certificate of insurance naming the town as additional insured when using town park/pool facilities.

He said there is a difference between families and businesses as far as insurance is concerned. He cited the ratios for adult to child for day cares and said if the activity involves a swimming pool, the ratio doubles for adults to children.

Mrs. Kavanaugh asked if the certificate of insurance is needed for groups using the Fortress of Fun. Mr. Dillow said it would be a good idea, but to tell groups they need the certificate of insurance the next time they use the facilities.

He said Bliss McKnight does not have an official position on diving boards at public pools. However, if more claims are filed, the cost of insurance will increase. Insurance policies are not cancelled for municipalities with diving boards at pools, he said.

REPORTS

Town Council Liaison

Mrs. Hughes said the Knit in Public Day attracted quite a crowd at the Farmers Market.

Mr. Reine asked for information about the Boat Parade. Mrs. Hughes said she will forward it to him.

Pool/Park Report

Mrs. Buehlman presented a refund request from a family pool pass. The family's child is ill and will not be swimming this summer. Mrs. Wilsbacher moved to refund the \$125 to Christine Kniepp. Mrs. Kavanaugh seconded the motion and it carried.

Ms. Buehlman said pool pass revenue this year is nearly \$11,000. Her assistant is developing a data base from the names of people purchasing the passes.

She said the reason the diving board was removed was due to its age and condition, not because of insurance. There was a claim against the town but she was able to provide maintenance records, so the claim was denied.

Ms. Buehlman said workers have been busy in the parks. Cleo's is doing well with concessions. New Adirondack chairs have been purchased for poolside.

Mrs. Wilsbacher suggested selling a 50-cent cup of Coke. Three cups could be poured from the same bottle and make the same money.

Mr. Harris said he's noticed more people bringing in their own food and drinks. Pool employees will monitor.

There is a swim meet June 18.

Ms. Buehlman said the pool was closed for 24 hours because someone vomited in the water. State law requires the closing. Ms. Buehlman said when that happens, she notifies the water testing company.

The boat dock is in the river, she said. Employees removed 900 tons of dirt from the drives and parking area. It was 4-feet deep. The public is welcome to the dirt, she said.

Mrs. Hughes asked about the cottages. She said she reported fireworks to the police. There was no damage to the cottage.

Ms. Buehlman said the same renters left several items and took some towels. The cottages were a mess, so she did not return their damage deposit.

Rivertown Trail Phase 3

Ms. Buehlman said the Attorney is still working on the easement agreements.

Rivertown Trail 5K

A wrap up meeting will be held in August.

Staff Report

Ms. Buehlman said there have been 315 rentals reserved this year. The shelter house is rented most days and almost every Friday in June, there is a pool party scheduled.

Meg has managed to balance tickets and money every day so far this summer from the pool.

Ziemer Glass has measured the window that needs replaced at the pool.

The baby pool has a leak and has been closed because it failed one of the tests.

A Farmers Market is going to be held Wednesdays, 4-7 p.m. at the Old Lock and Dam Park.

The trail on Water Street is progressing. It is marked and the signs are ordered.

The parking area at the Old Lock and Dam Park is paved and new parking arrangement completed. The trail now runs in front of the building and parking is north of the trail.

Announcements

Mrs. Hughes said HNI is planning movie nights at the Aurand Trail Head, probably the middle Saturday, August through October.

The pool managers expressed concern with groups such as the Garden School whose children hang on the ladders and probably should not be in the deep water.

Ms. Buehlman said the HNI Farmers Market is quite successful and sidewalks on the north side of Jennings Street are underway.

She reminded members that fireworks are July 3, along with the boat parade.

Mrs. Wilsbacher said Matt Timmel and two other firefighters instructed pool staff on the use of the new backboard.

Mrs. Kavanaugh said the news had reported the pool has banned swimming noodles. The managers said it was necessary after three children using the noodles were rescued in one day.

Mr. Harris said he's visited with the Newburgh Police and asked them to stop at the pool and walk around when they make their daily rounds.

ADJOURN

Mrs. Wilsbacher reminded board members to submit guideline suggestions before the July 2 meeting. She adjourned the meeting at 8:25 p.m.



Chair



Recorder