

Town of Newburgh
Parks Board
Minutes October 6, 2016

Members Present:

Mary Ann Wilsbacher, Matt Timmel, Wanda Kavanaugh, Ron Keller, Kevin Reine

Administrative Present:

Stacie Krieger, Council Liaison; Attorney Raymond Dudlo, Legal; Tavi Wydicks, Zoning Administrator; Andrea Balboni; Administrative Assistant

Members & Administrative Absent:

Christy Powell, Town Manager

Citizens Present:

None

Minutes:

Wanda Kavanaugh made a motion to approve the minutes from September 1, 2016.
Kevin Reine seconded the motion.
Minutes were approved.

Petitions and Comments from Citizens Present:

None

New Business:

Woman's Club of Newburgh Grant

Each board member received a copy of the grant application, instructions and the follow up report. Stacie Krieger announced that she is on the Woman's Club of Newburgh Grant Committee so she could not help with the writing of the grant. Discussion was had about applying for the grant to add an additional parking lot at Lou Dennis Park. The board discussed how many spaces the parking lot should have, what type of material to use for the parking and the flooding/drainage situation at the park. It was decided that they need to have an engineer come out to assess Lou Dennis Park. Andrea Balboni stated that David Hynes did meet with Gerald Bowser recently and has some old plans, but he would need to see exactly where the issues are. Tavi Wydicks stated that she will discuss the issues with David Hynes at their next meeting. Ms. Wydicks will also look into the parking space size requirements.

Stacie Krieger stated that most grants that the Woman's Club of Newburgh receives are not as detailed as park drainage and installing roads and parking lots. Andrea Balboni mentioned that since we are now in October and the grant is due in January that maybe we need to look at applying for items for the pool that could provide shade and seating for pool guests. Two surveys were put out on the Town of Newburgh's Facebook page about the pool and people did not complain about the lack of parking, they complained about shade, seating and the condition of the pool itself. A discussion was had about what types of chairs, tables and umbrellas the pool would need. Mrs. Balboni will put together a list of prices and will also ask Lowe's if they have any stock from the summer they could give us a price on.

It was decided to continue working on the drainage issue at Lou Dennis Park and if the drainage issue could be address by the January 1st deadline that the parking lot is what the grant will be written for. If the drainage cannot be figured out, then the grant will be to ask for chairs, picnic tables and umbrellas.

Andrea Balboni and Mary Ann Wilsbacher gave a brief update on the work that Lowe's has done so far to the Newburgh Community Pool shower/restrooms.

Mrs. Kavanaugh mentioned that in the survey people also complained about the safety of the slides. Mrs. Kavanaugh feels that the slides need to be updated. Mrs. Wilsbacher requested that we look into new slide prices and it could possibly be added to the Woman's Club of Newburgh Grant or any other grant that we can find.

Lights on at Lockmaster Cottages vs. Dusk to Dawn Light in Front

Mary Ann Wilsbacher stated that there has been some vandalism to the cellar doors up at the Lockmaster Cottages and it was either done before the dusk to dawn light came on or the light did not come on. Andrea Balboni stated that Gerald Bowser has recently fixed a light up at the cottages and that the big light behind the cottages, which is a Vectren light, may or may not be turning on. Mrs. Balboni will be reaching out to Vectren to see about checking on that light.

Andrea Balboni also brought the issue that renters have complained that people come up to the cottage parking lots after dark. Since the cottages and grounds are public property, there needs to be a sign stating when the park closes, so that the police can ask people to leave.

Mary Ann Wilsbacher made a motion to create a sign for the cottages and the park around the cottages that reads: Park Closed Dusk to Dawn except for Renters

Wanda Kavanaugh seconded the motion.

The motion was approved.

2017 Pool Ideas:

Create a Newburgh Community Pool Facebook Page

Andrea Balboni recommended creating a Newburgh Community Pool Facebook page so they could post updates, closing, pictures and other pool information. Mrs. Balboni stated they post all of the information right now to the Town of Newburgh's Facebook page but sometimes that information gets lost when Town information is posted. Andrea Balboni and Tavi Wydicks are currently Administrators for the Town of Newburgh page and will be happy to create and maintain the Newburgh Community Pool Facebook page.

Ron Keller made a motion to create a Newburgh Community Pool Facebook page.

Kevin Reine seconded the motion.

The motion was passed.

Change Pool Hours

Andrea Balboni stated that currently the pool is open Monday to Friday from 11am to 6pm, Saturdays from 11am to 7pm and Sundays from 12pm to 7pm. Mrs. Balboni recommended extending Friday to 7pm.

Mary Ann Wilsbacher made a motion to extend the pool hours on Fridays to 7pm.

Kevin Reine seconded the motion.

The motion was passed.

Lowering the Rate After a Certain Time and or Family Night

Andrea Balboni recommended starting a Family Night at the Newburgh Community Pool. Mrs. Balboni stated that the neighborhood pools in Evansville, Hartke, Burdette and Boonville all do a Family Night. Mrs. Balboni stated that each Family Night is structured differently when it comes to price, some opt for a flat fee for a family and some do a discounted price per person. Mrs. Balboni stated that on Newburgh Community Pool Family Nights there could be games, music, mini swim lessons, and some possibly vendors. Mrs. Wilsbacher asked Mrs. Balboni what she considered "night". Mrs. Balboni stated that she did not want to extend the pool hours on Family Nights but that Family Night could be from 4pm-7pm.

Stacie Krieger suggested looking into sponsors for the Family Nights. Mr. Reine also suggested reaching out to Schnucks and Walmart to donate food for the family nights as well. Ms. Wilsbacher stated that if we give out

food or if we do “happy hour” discounted food, Patty and Gerald Bowser should be compensated for the difference. Mrs. Krieger stated to make sure we try to get sponsor letters out soon, since most companies are setting their budgets for 2017. The board agreed that Family Night was a great idea and that we should wait to price Family Night until after we see how many business and companies agree to sponsor them. Andrea Balboni will work on a sponsor letter and a list of local companies and business to send those letters to.

Punch Passes

Mary Ann Wilsbacher stated that the idea for punch passes came from individuals who wanted to do just lap swimming and individuals and families who thought the season pass was too expensive for the amount of times they would come. A discussion was had about how to price the punch pass since Newburgh Community Pool has three (3) prices (\$5, \$3 & \$2) depending on age and if we do a punch pass do we keep the individual & family season passes.

Matt Timmel voiced concern over the passes being duplicated. A discussion was had on how to prevent the passes from being duplicated.

Mrs. Wilsbacher brought up the fact that the punch pass would not allow for a resident and non-resident rate. Mrs. Kavanaugh stated that she believes it is time to have one price for resident and non-resident individual and family passes. Mrs. Wilsbacher stated that the residents of Newburgh still pay a city tax that goes towards maintenance of town properties such as the pool. A discussion was had about continuing to have a discount for residents or to charge one fee.

Mary Ann Wilsbacher made a motion to develop punch passes.
Wanda Kavanaugh seconded the motion.

Mary Ann Wilsbacher, Wanda Kavanaugh, Ron Keller, Kevin Reine were in favor
Matt Timmel was opposed
Motion was approved

Cut Back on Swim Lesson Sessions

Andrea Balboni explained that there were four (4) sessions last year with two (2) lesson times in each session. Per the previous Pool Manager, Katie Stephens, a few of the sessions only had one (1) child in each; which ended up being a private session for the child. Andrea Balboni and Tavi Wydicks suggested two (2) sessions next year with two (2) lesson times in each session, a morning session and an early evening session. Tavi Wydicks stated that if there is a demand next year for additional sessions and or times, that we could always expand the swim lessons.

Pool Parties (Designated Hours)

Andrea Balboni explained that one of the issues that came up at the end of the season and was mentioned on the survey was people renting the pool for pool parties starting at 6:00 pm, but Monday – Thursday 6:00 pm was the start of swim lessons and the guards were cancelling the lessons. Going forward Mrs. Balboni suggested pool parties can be booked starting at 7 pm but cannot go later than 10:00 pm. Mrs. Balboni also stated they will only be booking pool parties on Fridays, Saturdays and Sundays until the swim meet calendar is set, since there were also some conflicts between swim meets and pool parties.

Lowering the Hourly Rate for Lifeguards

Andrea Balboni included the pay rate chart for the lifeguards and explained that currently their hourly rate depends on how many years they have worked at the pool. There is a first year rate, second year rate and a third year plus rate. There was a rate increase in May of 2016 in hopes of finding more qualified lifeguards. Mrs. Balboni explained that in 2015, ten (10) guards from 2014 were brought back and in 2016, fifteen (15) guards were brought back from 2015. Mrs. Balboni stated that if raising the rate was indeed to get more qualified guards, bringing back the majority of the guards from previous years but paying them more money sort of

defeated the purpose. Mrs. Wilsbacher stated that they told the guards in 2015, when they got the pay increase that they expected them to work hard; which they did not.

Stacie Krieger suggested paying the guards the same rate at the beginning of the season and rewarding them for their work with pay increases. Mrs. Krieger stated we would need to have a good manager in place, but reward the guards for their work ethic. If they are a fantastic workers, always on time, volunteer to do extra things, go out of their way to make the experience for the customer pleasant where the customer wants to come back; they could be reevaluated every so often and given a pay increase. Mrs. Balboni stated that communication between the next manager is important because at the end of the season, there were so many write-ups that were found that were never communicated to her or Ms. Wydicks. Ms. Wydicks stated next season all potential lifeguards will be interviewed, asked questions, and told what is expected of them.

Mary Ann Wilsbacher suggested started all lifeguards off next year at the first year rate. Then as we reevaluate them, give them a predetermined pay raise and if they come back the following year they will start at what they were making when the previous season ended. Mrs. Wilsbacher suggested reevaluating the guards in June and again in July. In June their pay increase will go up \$0.10 and in July their pay increase will go up \$0.15; so by the end of the year if they have worked hard, they will up \$0.25 and will start the next year at that rate. Setting a cap was also discussed for guards who return year after year.

Water Safety Instructor License

Andrea explained the Water Safety Instructor License and suggested that we require so many lifeguards to have the WSI next season. Mrs. Balboni stated that guards with WSI will get paid more but that they also must teach swim lessons. Mrs. Wilsbacher wants to require Managers and Head Guards to have a WSI license as well.

The topic of staffing lifeguards came up during the WSI license discussion and Mrs. Balboni stated that at the end of the 2016 pool season, they had a sit down meeting with the co-manager Katie and she mentioned the possibility of having an on-call lifeguard. Katie explained to Mrs. Balboni and Ms. Wydicks that her sister worked for a retail store, but during busy season there was always one associate on call. If they needed them, they came in that day and were paid a slightly higher amount. Mrs. Balboni stated that the on-call guard would only get called in if someone called out or the pool was super busy and they needed an extra guard in their rotation. Mrs. Balboni stated that the idea was something to think about.

Cell phones were also brought up during the lifeguard discussion. Lifeguards in the 2017 pool season will not be allowed to have their cell phones on them, even during rotation when they are in the guard house. Mrs. Balboni stated that there are cubbies for them to store their phones in and all emergency contacts, such as parents, should be given the pool number. Mrs. Kavanaugh stated that she heard a guard had a cell phone in a guard chair and stated if that were to happen again, that employee would be fired.

Barbed Wire Around the Pool

Andrea Balboni and Tavi Wydicks both stated they would love to remove the barbed wire around the pool. Mrs. Balboni stated that Christy Powell, Tavi Wydicks, Rosie McMichael and she all feel the barbed wire is not very attractive and makes the pool area very uninviting. Wanda Kavanaugh stated that the barbed wire was put up to protect the pool from vandalism. A discussion was had about the barbed wire fence and a decision was made to leave the barbed wire around the pool at this time.

No Outside Food Allowed

Andrea Balboni stated that there have been issues with people bringing outside food into the pool. Mrs. Balboni stated that for the most part they are eating in the concession area, but they are leaving behind huge messes and asking the concession stand for plates, napkins, cups, and utensils. Mrs. Balboni suggests banning all outside food. Mrs. Balboni stated that if they would like to bring a picnic lunch they can use the shelter or the picnic tables at the Lou Dennis Park.

Mary Ann Wilsbacher stated that it will need to be posted at the admission booth that no outside food will be allowed in. Matt Timmel also suggested having the rules posted on the family passes or punch passes or the receipts.

Swim Diapers – Stock, Sell or Sell at Concession Stand

Mary Ann Wilsbacher stated that they approved the sale of swim diapers last year and that they would like the guard house to sell swim diapers.

Prove to Guard you can Swim before you are Allowed to Use the Slides

Mary Ann Wilsbacher stated that in the Group Use it does state that you have to prove you can swim before you can go into the deep end or use the slides and she believes it is also a pool rule. Mrs. Wilsbacher stated that if it is not a pool rule then it needs to be added. Andrea Balboni went over the incident reports for the 2016 season and stated of the ten (10) incidents reported seven (7) were kids that had to be saved because they could not swim after they came off the slides. Mrs. Wilsbacher stated that the children have to swim from one end to the other of the deep end before they are allowed to be in the deep end and or use the slides.

Andrea Balboni stated that she also pulled the Indiana Pool Rules and it states that a guard must be posted at the slides at all time. Mrs. Balboni stated that the guards are not opening the slides a lot of the time but when they are, they do not have a guard at the slides. Stacie Krieger stated that it is not the guard's decisions when the slides are and are not open, if guards refuse to open the slides, they will be let go.

Dog Swim

Tavi Wydicks stated that she came across a dog swim in her Facebook newsfeed. Andrea Balboni stated that she has looked into dog swims in Indiana and found a few cities and towns that are doing them and that there are Indiana rules and regulations on how to handle a dog swim. Mrs. Balboni explained that a dog swim can only occur at the end of a pool season when no humans will be allowed back in the pool. Mrs. Balboni explained the chemical levels and the regulations on what needs to be at a dog swim, including someone trained in canine CPR. Mrs. Balboni explained that she thought a dog swim would be a great way to raise money for the pool and even mentioned reaching out to pet food companies, vendors and vets to sponsor the event and or have representatives available to give out information or goodies. Mary Ann Wilsbacher stated that she would also like to have a photographer on hand. Mrs. Balboni stated they have thought of that and even thought of having a backdrop the dogs could stand in front of.

REPORTS:

Town Council Liaison:

No Report

Pool Report:

The financial report for the 2016 pool season was given to the board members along with pool surveys.

Fundraising Committee:

No Report

Rivertown Trail:

Mary Ann Wilsbacher stated they are currently working on Phase 3

Wanda Kavanaugh mentioned that the Rivertown Trail needs to be kept up like it was when it was first built. Mrs. Kavanaugh stated that there are areas off the trail that need to be landscaped and underbrush removed. Andrea Balboni will bring the issue up with Christy Powell and Stacie Krieger will bring the issue up with Council.

Andrea Balboni stated that Christy Powell wanted to let the Board know that the Street Department is currently fixing boards on the bridge.

Rivertown Trail 5K:

Kevin Reine gave details on the upcoming Rivertown Trail 5K. The next meeting for the Rivertown Trail 5K is going to be either October 19th or October 26th. The original date for the race was going to be May 6th but there is another major race that day, so the date has been changed to May 13th, 2017 and the start time has been changed to 8:00 am.

PARK AREA REPORTS

Lou Dennis:

Ron Keller stated that he talked to Gerald Bowser about some of the fence rails along Park Dive, about an issue with the slide that needs to be addressed and the three rotted posts. Mr. Keller stated that there is a floor support that has come loose within the Fortress of Fun and Gerald will jack it up and reattach it. Mr. Keller stated that there are still drainage issues and Tavi Wydicks stated that David Hynes has gone out and looked at it but she will meet with Mr. Hynes and Christy Powell.

Mary Ann Wilsbacher stated that Gerald is having a hard time with the rotted posts because when they were installed they were driven into the ground and have concrete all around them. Mrs. Wilsbacher stated that there are benches in front of the pool house and one only has three boards when it should have four. Mrs. Wilsbacher stated that Gerald will fix that and then stain the benches before it gets too cold.

Old Lock and Dam Park:

Matt Timmel thinks they lost a lot of money this year because of the weather but that everyone did a great job putting it all back together several times this year.

Andrea Balboni stated that Christy Powell is looking into advertisement for the boat dock and will keep everyone posted.

Lockmaster Cottages:

Kevin Reine stated that the cottages look good, probably the best they have ever looked. Mr. Reine stated that the new doors over the cellar entrance look great. Mr. Reine stated that the only issue he sees is that there needs to be some weeding done up at the cottages.

Mary Ann Wilsbacher talked again about the dusk to dawn light and stated that she and Christy Powell had mentioned keeping the porch lights on. Kevin Reine mentioned you can now get LED bulbs with rebates. Andrea Balboni will look into getting energy efficient bulbs and a plate that will keep the switch from being turned off by renters.

IHOP:

Wanda Kavanaugh stated that everything looks great.

Unfinished Business:

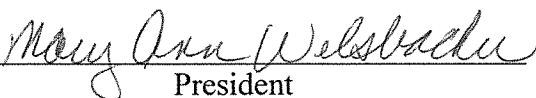
None

Discussion:

Wanda Kavanaugh reminded everyone that the Lewis and Clark Expedition will be coming October 9th and October 10th.

Mary Ann Wilsbacher made a motion to adjourn.
Wanda Kavanaugh seconded and the motion carried.

Next Meeting will be **November 3, 2016** at 6:00 pm.



President



Recorder