

Recreation Committee Meeting – January 15, 2025

Members Present: Marose, Smedema, White, and Erstad

Members Absent: Wolter

Also Present: Jim Ronge and Kevin Klueger

1. The meeting was called to order at 5:33 pm, and roll call was taken.
2. Smedema/Erstad motion to approve the agenda. Motion carried.
3. Wolter/Erstad motion to approve minutes from November 20, 2025
4. Public Appearances or Comments: None

5. Kevin Klueger from the soccer sub-committee expressed to the committee that he felt there was miss-information regarding Jacob, our most recent Recreation Director. He shared that his experience with Jacob was very positive and that he had moved the department in a positive direction. He also asked who was going to be the contact person for issues regarding the upcoming spring soccer program.

6. Committee chair informed the members that the newly proposed job description for the Recreation Director did not pass at the Council meeting. The mayor would like to see the position part-time and would like to investigate the possibility of contracting with the Dodge County YMCA. The committee members were asked if they might be willing to contact the YMCA. No member is willing to make contact. However, if someone does investigate this possibility the committee request that the newly drafted job description be used as a basis for the contracted position.

In response to who is responsible in the absence of a director, the Chair shared a letter dated November 5, 2024, from Boardman Clark Law offices regarding the removal of the Director's exempt status, it states "The City's administration also believes that this reclassification will not have a negative effect on the quality of the City's recreation programs. However, if problems arise with the recreation program, the administration will address them."

White/Erstad motion to refill the Recreation Director's position as a full-time position. Motion carried.

7. Erstad/White motion to approve interim hire for limited responsibilities (working two tournaments and opening and closing Community Center for activities) for the Recreation Department in the absence of a director. Motion carried.

8. White/Marose motion to hire previous director to work remotely to handle registrations, invoices and other communications as needed for on-going programs at a rate of \$28.85 an hour. Motion carried. In the event this does not get approved the committee member expect the City Hall staff to learn the Recreation software and take on the above responsibilities.

9. The Clerk/Treasurer sent an email regarding the process of removing monies from the concession fund to prevent it going into the General Fund. Marose/White motion to create a contingency fund – Recreation Department Special Events/Projects. On an annual basis, concession monies more than \$1,000.00 will be moved to the contingency fund and balance reported to the Recreation Department. Contingency fund use will be determined by the Recreation Director and/or the Recreation Committee. Motion carried.

10. Recreation Director Report – position vacant

11. Old Business - None

12. New Business – Joe Luddtke would like to speak to the committee next month regarding the new key cards. If the director's position is still vacant by spring there will need to be discussion regarding field maintenance, lining and preparing field, etc.

12. White/Erstad motion to adjourn meeting. The meeting adjourned at 6:41. Next meeting is February 19 , 2025 at 5:30 pm.

Minutes submitted by Kay Marose