

# Multi-Events Center Joint Powers Board Meeting

May 10, 2013

10 a.m.

NCTC, Room 735

## MINUTES

Board members present: Josh Balmer, Cody Hempel, Glen Kajewski; Anne Temte (alternate for Steve Crittenden);

Absent: Steve Crittenden

Advisors/Operations Council Members present: Paul Peterson, Joe Amundson, Carl Clark, Clinton Castle, Mike Biermaier, Mike Flaagan, Larry Kruse

Guests: Laine Larson, Lisa Johnson, Caron Alten, Dennis Buckley

Recorder: Cindy Cedergren

Topic	Responsible Party	Discussion/Outcome
Call to order	Balmer	Chairman Balmer called the meeting to order.
1. Introductions	Balmer	<ul style="list-style-type: none"><li>The Board, advisors, and guests provided self-introductions.</li></ul>
2. Additions to Agenda		<ul style="list-style-type: none"><li>None</li></ul>
3. Approval of Minutes	Board	<ul style="list-style-type: none"><li>The minutes from the October 1, 2012 meeting were approved as distributed.</li></ul>
4. Financial Report & Approval of Bills	Cedergren	Cindy Cedergren reported the following: <ul style="list-style-type: none"><li>Current MEC fund balance \$24,390.64</li><li>No outstanding bills</li><li>All four entities will be billed soon for their annual \$2500 contribution, due by 6/30/13.</li><li>Report was approved as read.</li></ul>
5. Soccer Association Questions	Buckley	Dennis Buckley addressed the Board and made inquiries about the following items: <ul style="list-style-type: none"><li>Were the user fees based on the cost of maintaining the fields? If not, how and why was the fee established? What service do they receive for their user fees?<ul style="list-style-type: none"><li>Cody Hempel stated that the Joint Powers Board agreement states that all non-MEC entities using the facilities will be charged a fee. The Soccer Association has used the facilities free of charge for the first several years. The \$4.00 user fee was approved based on similar user fees that softball and baseball associations pay the city for use of the fields. The Board believed that the Soccer Association could contribute to the revenue stream now that the soccer program was well-established and could offset the cost of maintaining the fields.</li><li>Clinton Castle stated that maintenance costs consist of mowing and fertilizing; he didn't know what the annual cost would equate to.</li></ul></li><li>Who do they go to with issues with the field?<ul style="list-style-type: none"><li>Clinton Castle should be contacted for any field issues.</li></ul></li></ul>

		<ul style="list-style-type: none"> <li>• Discussion was held regarding the pit toilets located near the soccer fields. It was determined that the city owns the facility; but it was unknown whether the city was continuing to maintain them. They are currently in an unsanitary condition. Joe Amundson will check into whether the city plans to resume maintaining that facility, or if the facility should not be open for use or removed.</li> <li>• Discussion was held on a request from the Soccer Association for a handicapped parking spot near the soccer field area.</li> <li>• Is there water access outside the football field? Not currently. Larry Kruse and Joe Amundson will research the cost of re-opening a water line.</li> <li>• The Operations Council will add the following projects to their short-term goals: <ul style="list-style-type: none"> <li>○ Handicapped parking spot for soccer</li> <li>○ Improved restroom facilities for soccer</li> </ul> </li> </ul>
6. Status of City's Intent to Withdraw	Kajewski, Amundson, Kruse	<ul style="list-style-type: none"> <li>• Glen Kajewski reported that the City Council has not changed their position to withdraw from the Joint Powers Board.</li> <li>• Discussions still need to occur about who owns what – such as land, equipment, revenue.</li> <li>• Discussion was held on the intent of the sale of land from the school district to the city. The school district sold the land to the city as their in-kind contribution, as part of the \$2 million in-kind match. The intent of the sale was for the softball and baseball fields at the MEC.</li> <li>• What is the value of dissolving the Joint Powers Board? The Board needs to examine the benefits and losses. Years ago, many agreements were made in good faith; some with no formal record. The Board needs to develop a common direction.</li> <li>• The city wants the baseball and softball fields to stay with the city.</li> <li>• The school district pays a facility fee to the city, including the MEC ball fields.</li> <li>• Why does the city want to drop out of the Joint Powers Board arrangement? <ul style="list-style-type: none"> <li>○ Joe Amundson stated that he saw no reason to stay with the Joint Powers Board.</li> </ul> </li> </ul> <p>At the next meeting, the Board needs to discuss how all entities can work together. They need to discuss the in-kind pieces; commitments for on-going expenses.</p>
7. Status of County's Intent to Withdraw	Hempel	<ul style="list-style-type: none"> <li>• Cody Hempel reported that the county will continue to be part of the Joint Powers Board until issues are resolved. He stated that the county plans to take nothing with them when they withdraw. Their annual costs are between \$400-500 for gravel, and the \$2500 annual contribution.</li> <li>• The county has no programmatic interest in the MEC, and therefore no longer sees a purpose to remain in the organization. They will honor the 2012-13 annual contribution commitment, even though their intent to withdraw was submitted on July 25, 2012. If the MEC Board determines that the county is</li> </ul>

		involved in the future vision of the MEC, they might be willing to remain in the organization.
8. Land Ownership and Boundaries	Castle	<ul style="list-style-type: none"> <li>Clinton Castle reported (in the absence of Board member Steve Crittenden) land ownership maps as information only.</li> <li>Josh Balmer will contact Paul Ihle for more land transfer information.</li> </ul>
9. Operations Council Report	Biermaier	<ul style="list-style-type: none"> <li>The minutes of the 4/29/13 Operations Council meeting were shared with the Board with the agenda.</li> <li>The following requests were made by the Operations Council: <ul style="list-style-type: none"> <li>Dugouts: Seeking approval for no more than \$3700 for enclosure of dugouts on Field #2 (\$3360 for masonry work and estimated \$340 for roofing); Cody made a motion to approve up to \$3700 for this project; Glen seconded. Motion carried. This field is used by the school district and city.</li> <li>Scoreboard: Seeking approval for purchasing a scoreboard for softball in right field, similar to location and design as Field #1. The Board placed a hold on this request since no estimates were available.</li> <li>Port-A-Potties: Seeking permission to spend up to \$500/year for the season use of at least one unit located between Field #6 and #7, with a second unit between Field #4 and #5, depending on cost. After discussion of purchase vs. rent costs, Cody made a motion to approve the purchase of two port-a-potties, contingent upon whether or not the pit toilets are usable or not. Glen Kajewski seconded. Motion carried. The purchase of a second unit would resolve the restroom issue for soccer. But if the pit toilet is usable, the Board would approve the purchase of only one port-a-potty unit. The purchase price is approx. \$600-700 per unit vs. renting for \$60/month per unit. Bea Smith was recommended for cleaning and pumping the units. The unit(s) would need to be anchored to the ground. Mike Biermaier will be in charge of ordering the unit(s), once it is determined whether or not the pit toilets can be used.</li> <li>Sanford Health signs: 1 or 2 signs will be installed on Field #1 and baseball fields. (concept was previously approved by Board, at no cost to the Board).</li> </ul> </li> </ul>
10. Approval of MEC Use	Cedergren	<ul style="list-style-type: none"> <li>Formal approval was granted on the request from St. Bernard's School to use the MEC track and building on May 20, 2013 for their annual track and field day. They will be charged \$100 for this use, and will provide liability insurance.</li> </ul>
11. Misc. Topics of Discussion		<ul style="list-style-type: none"> <li>Larry Kruse will check into the possibility of reducing the water service fees for the meter in the MEC building, due to minimal usage. The fees are based on the size of the water line, not the usage.</li> <li>Tree Planting: Discussion was held on the fact that better soil is needed for the trees to thrive; Mike Biermaier will check into potential contractors; may contact Sam Kezar (arborist).</li> <li>Playground equipment between Fields 1 &amp; 3: The Women's Softball Association has raised funds and purchased playground equipment, which is</li> </ul>

		<p>has been in storage for approx. 3 years. They need approx. \$10,000-20,000 more to complete the project. Discussion was held about the quality of the equipment. The Board must consider liability issues if the equipment is not of commercial quality.</p> <ul style="list-style-type: none"> <li>• Keys for MEC Building: Multiple keys have been issued to individuals over the years; The Operations Council proposed re-keying the front doors; Approx. cost \$1470 to change the locks, plus \$5 per key to be issued to appropriate individuals within the Operations Council. Clinton Castle would maintain the keys and the Operations Council would approve who is issued a key within their organizations. Glen Kajewski made a motion to approve an expenditure not to exceed \$1600 to purchase new locks. Cody Hempel seconded. Motion carried.</li> <li>• The Board recommended the Operations Council discuss snow removal from the baseball field at a future meeting, in the event snow removal is needed in the future.</li> </ul>
12. Budget Issues	Balmer	<ul style="list-style-type: none"> <li>• The Board determined that each entity would be requested to submit annual revenue and expenses for the MEC. A request will be sent from the Chair, clarifying the request for information for a specific period of time.</li> </ul>
13. Input from the Public		None
Adjourned at 12:10 p.m.		
Next meeting	May be scheduled in early June if schedules permit.	

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