

HARTFORD PARK AND RECREATION BOARD-REGULAR MEETING MINUTES
September 22nd, 2025

Park & Recreation Board Meeting called to order:

- **By:** Tim Weber – President
- **Time:** 6:30 PM
- **Location:** Hartford City Hall

1) ROLL CALL

Board:

- Tim Weber – President
- Wendy Kuehl – Vice President
- Frank Blaine - Secretary
- Kandi Lewin - Absent with Notice
- Duncan Woodhull
- Open - City Council Representative
- Craig Wagner – City Employee Representative

Others:

- Teresa Sidel
- Greg Hartman – Hartford Area Softball Association

2) APPROVAL OF AGENDA

Motion was made to approve the agenda as set:

- Motion was made by: Kuehl
- Seconded by: Woodhull
- All voted yes, motion carried.

3) APPROVAL OF PREVIOUS MINUTES

Motion: A motion was made to approve Minutes from the August 25th, 2025, meeting:

- Motion was made by: Kuehl
- Seconded by: Weber
- All voted yes, motion carried.

4) PUBLIC COMMENTS

- Hartman appreciates progress made on multiple projects at Swanson Park fields. Stated fields at Lyon Park need improvement with Field A being the priority. Batting Cages need new turf in high traffic areas and would benefit from an electrical outlet near the pitching machines. Colton received funding from Fields for Kids via the Twins Organization to improve their baseball fields. Suggested Cory Borgan from Southeast Technical Institute could provide some input on field and turf improvements.

5) Reports

- Kuehl provided update on Toddler Equipment for Lyon Park from Burke. Discounts are available if ordered before mid-December. An order and \$11,976 down is required to secure discounted pricing. Total will be \$61,119 for the equipment, auxiliary materials and installation.
 - Motion was made to have the City Council approve release of funds (\$11,976) for downpayment of equipment.
 - Motion was made by: Weber
 - Second: Blaine
 - All voted yes
- Weber reported on his conversation with Sioux Falls Park and Recreation. Discussion around possibly purchasing automated mowing equipment and success at Sioux Falls Parks. Payback is expected to be less than 3 months. It would require an additional GPS tower in wester Sioux Falls to work in Hartford. Mapping is resident with the vendor.
- Wagner reported that Girl Scouts have made a new sign for Lyon Park. A new Water Treatment Operator has been hired and will require less involvement of other city employees.

6) OLD BUSINESS

a) Swenson Park –

(1) Concession/RR Building Update:

- **Construction Update:** Swenson Park Bleacher footings to be poured next week.

(2) Concession Stand Staffing Update: A person has expressed some interest in helping with the concession stand. WC Boosters may provide coverage during 2026 High School games.

- **Softball Association:** Will suggest using the Humboldt Baseball model for having parents staff the concession stand and manage inventory.

(3) Maintenance Fee for Swenson Park Usage:

- **Charging for Maintenance of fields:** The Board continued to discuss fees for teams using the field and having added to 2026 enrollment fees. Teams or organizations that call to request field time will be prioritized by whether they pay fees. Board is to reach a decision by this fall to apply to 2026 when organizations begin sign-ups.
- **West Central School District:** WC School District is planning to purchase a self-propelled watering system that can be used at Swenson Park. (repeat)
- **Hartford Flag Football Club:** Flag Football Club is planning on purchasing fertilizer for the Swenson Park fields. (repeat)

(4) Business Advertising via Signage:

- Sidel provided an update to the advertisement agreement contracts
- Woodhull gave update on contacts with local businesses concerning advertising and mentioned additional businesses to approach with updated agreements.
- New contracts will commence for the year 2026.

b) 2025 Budget Items –

- #### (1) Concrete is complete around the Pickleball restroom location.

- (2) Swenson Park Parking addition: Excavation is progressing for the parking and playground area. Crushed asphalt from Western Avenue improvements will be repurposed for use in the new parking area.
- (3) Wagner will get materials ordered for completion of any remaining 2025 projects. Plan on scraping infield on Lyon Park Field A this fall in preparation for new Aglime.
- c) **Review 1–5-year Capital Improvement Plan for Park –**
 - (1) City Council approved the 2026 requested budget and assigned \$300,000 for Park and Recreation Capital Improvements.

2) NEW BUSINESS

- None

3) Other Items

a) **Agenda Items for Next Meeting**

- (1) Start including Budget and Planning for the park that will be part of the Jans Corporation Development.

4) ADJORNMENT

Motion: A motion was made to adjourn the meeting.

- Motion was made by: Kuehl
- Seconded by: Woodhull
- Time of Motion: 7:15pm
- All voted yes, motion carried.

a) **Next Meeting** – October 27th, 2025

MEETING CERTIFICATION

I, Frank Blaine, Secretary, do hereby certify that the above and foregoing are a true and correct copy of the minutes which are on file at Hartford City Hall.