

**TOWN OF NEWBURGH
PARK BOARD MINUTES
JULY 2, 2015**

MEMBERS PRESENT: Mary Ann Wilsbacher; Wanda Kavanaugh; Kevin Reine

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

CALL TO ORDER

Mrs. Wilsbacher called the meeting to order at 6:20 p.m.

MINUTES

Judy Lyden's name was spelled incorrectly in the minutes presented. With that correction, Mrs. Kavanaugh moved to adopt the minutes. Mrs. Wilsbacher seconded the motion and it carried.

UNFINISHED BUSINESS

Proposed Pool Policy Guidelines

The board discussed possible new policy guidelines for the pool. Paragraphs with an asterisk are potential policy areas.

Above all, the idea is to keep the Newburgh Pool a family-friendly location. The proposal is patterned after the Evansville pool policy, but the Park Board will make changes as desired.

*One area discussed is appropriate attire for swimming. Mr. Harris, the pool ambassador, cautioned the board about trying to enforce dress codes, such as t-shirts/swim shirts. He suggested leaving that out and just prohibiting cut off jeans as swim wear.

Mrs. Hughes asked if people in the pool area who are not swimming are allowed to wear street clothes. When children are required to be with an adult, that person must be 18 years or older.

*Everyone must pay to get in the pool. No refunds or rain checks will be issued. Ms. Buehlman noted that anyone who wants a refund may approach the Park Board with the request. Pool Manager Kiersten Menke said they do not have rain checks at the pool but once they were issued when a family had just arrived and the pool had to be closed. Mr. Harris said they previously they gauged that on if the visitor had been in the pool area for at least half an hour.

Mrs. Wilsbacher said the board should think more about this policy, as Evansville does not issue refunds or rain checks. She also noted that people with season passes would not need a rain check, regardless. Mr. Reine suggested giving rain checks if it makes customers happy and will bring them back to the pool. Miss Menke asked the board to institute a deadline for honoring rain checks. Mr. Harris suggested getting a booklet of rain checks with a date to be filled in. Mrs. Kavanaugh suggested a rain check needs to be signed by a pool employee, with an expiration date. Mrs. Hughes said three days is probably not long enough, however.

*Only properly fitting U.S. Coast Guard flotation devices will be permitted in the pool. No food, drinks, chewing gum or coolers will be allowed in the pool and deck area. Ms. Buehlman suggested allowing such in the visitors' area, but noted the state prohibits drinks in anything but unbreakable containers. Mr. Harris suggested water would be okay in the pool area, but Mrs. Wilsbacher disagreed. Miss Menke said they currently ask visitors to take their food and drinks to the approved snack area.

*Showers are required by everyone entering the pool area and following breaks. Ms. Head said the shower issue is probably in the State Health Code, but she will research it.

*Swim diapers are required for those in the pool who need them. Mrs. Wilsbacher suggested it might be a good idea to offer them for sale.

Mr. Harris suggested if the board does not make showering a rule, at least brief the staff to make muddy, sandy children rinse in the shower prior to getting in the pool.

Ms. Buehlman said she's pretty sure swim diapers are in the State Health Code, too, so policy to that effect is not necessary.

*Persons who have been ill or who have had diarrhea in the past 14 days are not to be admitted to the pool. Those people with open wounds, blisters, etc., are advised not to use the pool. Lifeguards would not be expected to enforce this policy if it is enacted.

*The pool will be drug, alcohol and tobacco free. Miss Menke said there are signs posted now that smoking is prohibited within eight feet of the pool. Mrs. Kavanaugh said she understood there is no smoking allowed in the park.

Miss Menke asked the board to include e-cigarettes in the policy. Mrs. Wilsbacher said she will add that to the list.

*Newburgh Parks Board reserves the right to limit admission and to close the pool/park at any time.

*Do not change swim diapers on the swimming deck. Wash hands after changing diaper. (Move this section up to the previous section on swim diapers.)

*Cameras, camcorders are prohibited in the bathhouse.

*The town/pool/Parks Board are not responsible for lost or stolen items.

*No running or horseplay on the deck or in the pool.

*Feet first entry required for pool depth of less than 10 feet.

*Remind children to take frequent bathroom breaks. Regular safety breaks are scheduled. Ms. Head recommended being specific about the length of time between safety breaks and the length of the breaks.

*No public displays of affection.

*Water slide rules: **1 person at a time on the slide.** Ms. Buehlman said she will find out the manufacturer's recommended maximum height and weight for slide users. **Slide feet first. No goggles, jewelry, zippers or glasses worn on the slide.**

Anyone using the slide must be able to pass the deep water swimming test. (Currently, guards may ask pool users to take the test, according to Mr. Harris. Ms. Head said she will research if testing should be required of all or if it can be left to the guard's discretion.)

There is currently a situation at the pool that stemmed from the guards not allowing a child to use the slide because the child is not capable of swimming well enough. The child was rescued already. Mr. Harris said guards should be able to restrict slide use if they see the swimmer may be too tired to swim across the pool after using the slide.

*Group use guidelines. Groups should maintain the adult to child ration as established by the Parks Board. The suggested ratio is 1:5 for children under five years old and 1:10 with children six and older. The ratio is to be determined by the youngest child's age in the group if ages are mixed.

According to state law, one of the adults chaperoning the children can be the on-duty lifeguard. Board members disagreed with this and said paid lifeguards should not be considered one of the adults in the ratio, but that groups should bring all the adult supervisors needed to meet the ratio.

Mr. Harris said with large groups of children, he recommends one guard on the chair and one on either side of the ramp.

Be sure to have the correct adult to child ratio or the group will not be admitted.

Mrs. Wilsbacher volunteered to work on the wording of this section.

Adult chaperones will be responsible for monitoring the children and making sure they wear the appropriate swim wear.

Groups of 15 or more must make reservations in advance to be guaranteed admittance. Group time slots are limited. Extra guards are to be used on these days.

Usage forms must be completed each visit to the pool by the group leader. Group leader must confirm the number of children upon entering and leaving the pool. With groups of 15 or more, the form must be completed and reviewed by the cashier.

Each group will meet with a pool employee or lifeguard to review pool policies and rules.

*Only people who can swim across the 10-foot well will be allowed in the deep end of the pool. Ms. Head said she will review this statement.

Mrs. Wilsbacher would like to include in this section that one adult chaperone must stay in the deep end with the children in his/her group.

Mr. Harris said the guard on the stand should not be the one giving swimming tests. Mrs. Kavanaugh said extra guards are necessary when groups are attending.

Groups should cancel reservations 24 hours ahead of time to allow for staffing notification.

Two-hour limit in the pool area for groups. Mr. Harris said if groups are paying the regular admission rate, limiting the time may be an issue. The person taking the reservation should ask how long the group plans to stay.

Mrs. Wilsbacher said for now, the time limit will be removed but the board may wish to revisit it. Group bookings are available Monday through Friday and may be limited availability.

If groups consistently do not sign out, employees should inform the Parks Board or the Town Manager.

Ms. Buehlman suggested omitting the punitive statements, as this has not happened.

At this point, Mrs. Wilsbacher ended the discussion on the proposed guidelines. She will ask Meg to review the issues discussed tonight and send them along to Ms. Head for further review. Mrs.

Wilsbacher said she will get a clean copy of the proposal to Meg by Monday.

NEW BUSINESS

Reports

Mrs. Wilsbacher asked Miss Menke if the provisional life guards have gotten certified. Miss Menke said one has yet to take the test.

Town Council Liaison

No report

Rivertown Trail Phase 3

Mr. Reine asked about the status of the next phase and how it will be routed with the new grocery going in adjacent to the proposed trail route. Ms. Buehlman said Wal-Mart will donate the easement and so will the Williams, who own the remainder of the property. One easement is still needed for Phase 3, Ms. Buehlman said.

She said during a brief meeting with the trail committee, they decided to move the trail back as far from SR 662 as possible, but it will stay within the environmental impact area that has already been approved. Safety measures will be installed both at the grocery and at Mulzer's.

Pool Report

Ms. Buehlman said pool passes are still being sold.

Rivertown Trail 5 K

Ms. Buehlman said the wrap up meeting has been rescheduled for August 5.

Mrs. Wilsbacher noted there are still areas on the trail that are washed out. She suggested they need to be treated with something heavier than the gravel that was applied last year.

Mrs. Hughes asked members how they feel about the new parking set up at the Old Lock and Dam Park. She said she favors it but sees a lot of people turning around on the pad in order to be facing the right direction to park.

Staff Report

Ms. Buehlman said as of now, the July 3 fireworks will go as scheduled, even though the river is still in flood stage. Sunday, July 5 is the rain date.

Ms. Buehlman said she received a fee waiver request for the Old Lock and Dam Park from the River Basin Blues Society for August 7-8. The group is a registered non-profit, 501 (C) (3). Mrs. Wilsbacher asked if they give back to the town. She noted that is required in order to grant the fee waiver. Mrs. Kavanaugh reminded the board they voted previously to require a financial commitment from any group given a fee waiver. Ms. Buehlman said she would inform the group of the requirement.

Mrs. Kavanaugh moved to approve the fee waiver, providing they donate money back to the town. Mr. Reine seconded the motion and it carried.

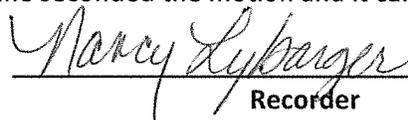
The next meeting will be August 10 at 6 p.m.

ADJOURN

Mrs. Kavanaugh moved to adjourn at 8 p.m. Mr. Reine seconded the motion and it carried.



Chair



Recorder