

Symons Recreation Complex Natatorium Board Minutes February 15th, 2024

The Natatorium Board met in person & virtually via Zoom on February 15th, 2024 at 6:15 pm. The following people were in attendance: John Cler(arrived at 6:26pm), Todd Coppernoll , Chad Cosgrove, Grant Worthington, Tim Gottschall and Mark Chambers. Denise Lins, Candace Pesch, Alan Lins and Tracy Gobin were also present. Lisa Rewald was online.

1. Call to Order- Cosgrove called the meeting to order at 6:15pm.
2. Proof of Notification- Proof of Notification was met, per Gobin.
3. Change in Board Members – Melony Walters is no longer on City Council, she has not been replaced on the Symons Natatorium Board. Walters was the chairperson of the Symons Natatorium Board. In April there will be elections and Tim Gottschall will no longer be on the Symons Natatorium Board as he is not running for reelection for his county board seat.
4. Election of Chairperson – Chad Cosgrove was the Vice Chair. He will run meeting until after April elections.
5. Election of Vice Chairperson – No action
6. Approve Agenda- *Tim Gottschall made a motion to approve the agenda. Todd Coppernoll seconded. The motion carried.*
7. Public Comment: No public comment.

Consent Items:

8. Approve Minutes - December minutes were not approved at this meeting
9. Approve Bills for February

Todd Coppernoll made a motion to approve the bills for February 2024. Tim Gottschall seconded. The motion carried.

Administrative Reports:

10. Budget Overview – Gobin presented the balance sheet and reviewed 2023 in review showing a balance of over \$12,000.00. However, some of the bills approved earlier will still be coming out of the 2023 budget. Gobin presented the revenue for January 2024 and did a comparison to 2019. January 2024 had a slightly better month in revenue from 2019, so the feeling that 2024 was a good January rush was indeed correct. Gobin hopes to see this trend continue. Gobin presented expenses for January 2024 and stated that bills on the reports are a month behind. Gobin also reviewed the 2023 revenue and expenditure sheets.
11. Directors Report – Gobin stated the month has been flying by getting ready for the switch over to Denise Lins coming back to assist in the transition. There is lots to do before March 4th, 2024. However, it has been going well with Denise Lins in as the Assistant Director position temporarily. Gobin introduced Denise Lins for those who don't know her or haven't worked with her before.
12. Symons Recreation Complex Foundation Report – No report
13. Discussion of the Symons Recreation Complex Foundation 2024 goals – Alan Lins shared 2024 goals and picture of a new piece of equipment from SCI Fit.

Action Items:

14. Membership options for Airbnb rentals – Gobin stated a local Airbnb contacted Symons Recreation Complex to allow them to purchase a family membership for their Airbnb and then any and all families and individuals that stay at that Airbnb would have a membership to Symons Recreation Complex when they stay. Our Family membership definition is two adults living at the same address, plus their children through high school age. Symons Recreation Complex only allows one change of names for the second adult per year membership. Symons Recreation Complex can't guarantee that the folks staying at this Airbnb would follow the definition of a family. The Airbnb owner did say that other business does this for them, the city aquatic center allows them to pay the normal family pass and then has multiple families use it during the summer. Symons Recreation Complex offers week membership options already a family membership for \$30.00 for 7 consecutive days and an individual membership for \$25.00 for 7 consecutive days. Making this exception for the Airbnb owners will cause more work for Symons Recreation Complex staff with very little benefit. Coppernoll stated that he wasn't

in favor of action on this item because in the near future Airbnb's will be re-classified when assessments happen in the City and County. No Action.

15. Swim Instructor & Swim Team – Water Safety Instructor position range and grade change to Private Lesson Range and Grade – Currently private swim lessons where instruction is taught one on one instructor or two to one instructor has a higher pay than the group swim lesson and swim team instructors. They all hold the same requirements. Gobin is asking for a motion to move Water Safety Instructor to Range 40 grade C (from Range 20 grade AA) It is harder to teach group lessons than private lessons and group lesson instructors should be compensated for this. Looking for this to go into effect as of March 17th, 2024 that is after the current session of swim lessons and the beginning of a pay period.

Tim Gottschall made a motion to pay all swim lesson instructors at Range 40 grade C rate. John Cler seconded. Motion carried.

16. Probation Period Approval – Gobin stated that she had talked to Administrator Pesch about the lifeguard wage and that will be address in the wage study. The lifeguards and swim instructors would follow a different scale and would look more like what the Aquatic Center and other outdoor pools do. The starting wage is for the first year and if they return after a year then they receive a \$.50 raise, second year returning they receive an additional \$.50 raise. The wage study will take awhile to put into place. Lifeguards have to work 910 hours to get off probation. All Temporary/Casual County employees are required to work a minimum of 910 hours as their probationary period. The purpose of the probation period is merely to require that the job performance of all employees who are new to a County position is reviewed within a fixed period from the employee's start of work in any position. The purpose of this initial review is to determine: a. If the employee is to continue in the position in regular status, or b. If the employee's employment in the position is to be terminated. No inference is to arise from the use of the terms "probation" or "probation period" that any employee has, upon the successful conclusion of that employee's probation period, any job security than is otherwise expressly set forth in these Personnel Policies. Gobin shared the pages from the handbook discussing the policy for probation approval. Tracy is in the process of completing all of the performance reviews for the following lifeguards and would like approval to move the following lifeguards off probation to step 3 at \$12.04 per hour as of March 3rd, 2024. Date is requested so all evaluations can be completed and that it is a start of a pay period, want to make it easy for payroll purposes. List of Lifeguards

Faith VandeHey since 09/2021 149 hours

Jadon Koegel since 07/2021 367.75 hours

Landrea Hamblin since 11/2022 169.75 hours

Kiana Gobin since 3/2022 564.75 hours

Grace Fretz since 8/2023 128.25 hours

Eva Donough since 2/8/2023 383.75 hours

Becca Cooper since 2/2023 542 hours

Shanice Anderson since 10/2022 360.5 hours

Administrator Pesch stated that the county doesn't have a policy to do as Gobin is requesting. Pesch stated she doesn't see why the lifeguards are in the pay scale and that they should be treated similar to what the local outdoor swimming pools do with a set wage and then an \$.50 increase each year they stay at Symons Recreation Complex. Pesch stated that the pay rate could be modified now to a flat rate based on time service.

Motion by Tim Gottschall send this motion to recommend to the Finance Committee, to start the pay for lifeguards at \$12.50, with a \$.50 each year. This should be implemented on the first day of a pay period. Second by Mark Chambers. Motion Carried

17. Director Position at Symons Recreation Complex: Gobin stated the director's position will be posted by the end of this week on Symons website, Richland County website, DWD of Wisconsin, Glassdoor, Handshake, Indeed and WCA (Wisconsin Counties Association). Applications will go through Richland County's HR department. Director Gobin or Denise Lins will rate applications as well. Then Administrator Pesch, Justin Siemes (HR Generalist), Director Gobin (if before March 4th) and Denise Lins will interview and complete background checks

and skill tests on selected applicants. Administrator Pesch stated that Gobin had been given some incorrect information. The Administrator, HR Generalist, the chairperson of the Symons Natatorium Board and Denise Lins would be the ones rating and interviewing the candidates. It is not normal practice for the person who is leaving interviews their replacement.

18. Director of Symons Recreation Complex Job Description – Gobin stated she put this on the agenda as she thought HR Generalist Justin had made changes to the job description, however he just gave it a new look.
19. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Closed Session under section 19.85 (1)(c) of Wisconsin Statutes –
20. Return to open session – At 7:18pm *Motion by Mark Chambers. Seconded by Todd Coppernoll. The motion carried*
21. Appoint Interim Director and set pay rate – No Action
22. Assistant Director Position at Symons Recreation Complex: Gobin stated that she has offered the position to a person, they have not accepted yet, they are concerned as they would be taking a pay cut. They have not declined the position at this time nor accepted the position.
23. Maintenance Supervisor Position – Gobin stated Denise Lins would like to proceed with hiring a full-time maintenance position. The recruitment process would be handled in a similar way as the Director position, applications through the HR office.
24. Maintenance Supervisor Job Description – Lins stated Gobin is still spending 10-12 hours a week on the swimming pool a full-time maintenance person is needed. While Lins was director for 33 year she had went without a maintenance person or an assistant but never both at the same time. Filling a full-time maintenance person would go a long way. Lins also stated the first 10 years Tom Dray (City Employee at the time) did the maintenance for the Symons Swimming pool. Currently the City pay Neuman pools to open and close their pool. It would be nice to see a pool expert year-round employee who also helps the outdoor pool in the summer time. Coppernoll agreed that the collaboration would be very good, as Neumann pools has a list they work from and Richland Center is just somewhere on that list. Gottschall stated this was a good idea.
25. Richland Center School District Referendum – Gobin stated the Richland Center School District presented their referendum at the community forum hosted by the SRC Foundation. A lot of people made that forum go really smoothly: Thank you to Dean Amundson, Alan Lins, SRC Foundation, George from Noware, Ron Fruit, and those sitting on the panel. The public asked a lot of good questions and there was a good turn out for both times. Coppernoll stated that it was great to see the collaboration between the city, county and school district and that the public came to see it.
26. Building and Swimming Pool Hours at Symons Recreation Complex – Gobin stated that at the community forum was well attended, during the session it was requested that Symons have the swimming pool available for more hours during the day. Gobin explained at the forum that without the campus college students, SRC relies on High School students for the lifeguards and they are in school during the day and can't lifeguard extra hours. Gobin stated in the summer the pool is open more hours because the lifeguards are out of school. The only way besides having adults be lifeguards would be for the Symons Natatorium board to put forward a resolution for the county board to support an administrative rule similar to Illinois who currently allows those 16 and older to swim without a lifeguard present. Administrator Pesch stated that due to concerns from the County Board and potential insurance liability concerns the County is not going to recommend a resolution on this to the state of Wisconsin. Chambers stated that he sees where the county is coming from however perhaps if this would be approved on their own then the concerns or liability would change if the state law changed.

Closing:

27. Future Agenda Items – No Lifeguard on duty, Assistant Director Position, Maintenance Position, and Director Recruitment
28. Schedule Next Meeting- Monday March 11th, 2024 at 6:00pm

29. Adjourn—Mark Chambers made a motion to adjourn at 7:44pm. Todd Coppernoll seconded. The motion carried.