

Mandan Park District  
Board Meeting Minutes  
February 9, 2015

The Board of Park Commissioners duly met in regular session on Monday, February 9<sup>th</sup>, 2015 at Mandan City Hall. Those present were President Arenz, Vice President Knoll, and Commissioner Hatzenbuhler.

President Arenz called the meeting to order at approximately 4:30 pm, CDT. President Arenz asked for approval of the minutes for January 12<sup>th</sup>, 2015 regular meeting. Motion was made by Vice President Knoll, seconded by Commissioner Hatzenbuhler, motion passes.

**New Business #1:** Director Higlin presented the Marching Grant applications and reminded that this is the first year that we have increased matching funds up to \$10,000. This round of applicants requesting funding is:

- Mandan Golf Association \$5,000 for new patio furniture
- Mandan Lions Club requested \$2,500 for a new trailer
- Fort Lincoln Elementary School requested \$10,000 for playground improvements.

Director Higlin proposes to award grants to Mandan Lions Club for \$2,500 and Fort Lincoln Elementary School for \$10,000. The Mandan Golf Association had a viable project but the application with incomplete and not concise and recommends them applying again in June. Vice President Knoll motioned to approve awarding the Mandan Lions in the amount of \$2,500 and the Fort Lincoln Elementary School for \$10,000, seconded by Commissioner Hatzenbuhler; motion passes.

**New Business #2:** Director Higlin discussed the Family Wellness LLC ground lease agreement for the new recreation center with Sanford and the YMCA. One concern is the non-compete clause stated in the lease agreement that Director Higlin could not support. The board decided to table the lease agreement and instructed Director Higlin to remove the language from the agreement.

**New Business #3:** Director Higlin requested an increase in funding for the multi-purpose building at Eagles Park from the original \$250,000 budget to \$400,000. Motion by Vice President Knoll, seconded by Commissioner Hatzenbuhler; motion passes

**New Business #4:** Director Higlin updated the commissioners on the universal playground. Currently we have raised \$360,000 not including the \$100,000 donation from the park district. Park Superintendent Zerr provide an overview of the site work that his department will perform. The timeline for the universal playground process is the following:

- February 10<sup>th</sup> Advertise for bids
- February 18<sup>th</sup> Pre-bid meeting with vendors
- March 4<sup>th</sup> Bid Opening
- March 5<sup>th</sup> Selection Committee will review the bids
- March 9<sup>th</sup> Present bid summary and award bids
- August 21<sup>st</sup> deadline for completion

Vice President Knoll motioned to approve advertising the request for proposal, Commissioner Keller seconded; motion passes.

**New Business #5:** Park Superintendent Zerr asked for approval to spend the difference from the equipment loan in the amount of \$7,748.48 to be allocated towards a new pick up. Motion by Vice President Knoll, seconded by Commissioner Hatzenbuhler allocate the additional funds towards a new pick up; motion passes.

**New Business #6:** Golf Operations Manager Olson asked for approval to spend the difference from the equipment loan in the amount of \$10,297.20 to be allocated to purchase an extra set of reels for the new lawn mower. Motion by Commissioner Hatzenbuhler, seconded by Commissioner Keller to purchase the addition set of reels; motion passes.

**Authorize payment of the monthly bills:** A motion by Commissioner Keller, seconded by Commissioner Hatzenbuhler; motion passes.

Name	Check Date	Check Amt	
Paid Chk# 039540	BABE RUTH LEAGUE	2/10/2015	\$240.00 charter fees
Paid Chk# 039541	BIS-MAN CONVENTION AND	2/10/2015	\$200.00 mem dues 2015-2016
Paid Chk# 039542	BISMARCK YOUTH BASEBALL	2/10/2015	\$975.00 cal ripken baseball tournaments
Paid Chk# 039543	BROWN AND SAENGER	2/10/2015	\$199.13 paper
Paid Chk# 039544	CASTLE BRANCH INC	2/10/2015	\$184.00 employment screening
Paid Chk# 039545	CITY OF MANDAN	2/10/2015	\$3,000.00 DSG annual rent payment
Paid Chk# 039546	CORPORATE CLEAN, LLC	2/10/2015	\$1,700.00 monthly cleaning feb
Paid Chk# 039547	D & E SUPPLY COMPANY	2/10/2015	\$131.72 dispenser
Paid Chk# 039548	D & F TELEPHONE	2/10/2015	\$50.50 labor fees
Paid Chk# 039549	DAKOTA REFRIGERATION	2/10/2015	\$1,932.00 compressor work on chiller-asa
Paid Chk# 039550	DIRK PLUMBING & HEATING INC	2/10/2015	\$3,865.00 bathroom ada upgrade-dakota sp
Paid Chk# 039551	ELECTRO WATCHMAN INC	2/10/2015	\$340.50 key order
Paid Chk# 039552	FARGO BABE RUTH LEAGUE INC	2/10/2015	\$650.00 for 10+12 cal ripken teams
Paid Chk# 039553	FERGUSON ENTERPRISES INC	2/10/2015	\$782.90 vinyl guard for course
Paid Chk# 039554	GERHARDT, TYLER	2/10/2015	\$120.00 refund or dodgeball fees
Paid Chk# 039555	I GEAR	2/10/2015	\$1,308.25 coaching bag
Paid Chk# 039556	INDOOR SERVICES	2/10/2015	\$1,806.00 january charges
Paid Chk# 039557	INFORMATION TECHNOLOGY	2/10/2015	\$7.70 vpn client fees
Paid Chk# 039558	JLG ARCHITECTS	2/10/2015	\$2,100.00 mpd ice arena dsq facility pro
Paid Chk# 039559	K & K INSURANCE GROUP	2/10/2015	\$1,272.00 insurance fees
Paid Chk# 039560	KELSCH KELSCH RUFF & KRANDA	2/10/2015	\$1,827.50 family wellness emails/review
Paid Chk# 039561	LANGE, NATHAN	2/10/2015	\$120.00 refund dodgeball
Paid Chk# 039562	LIBERTY BUSINESS SYSTEMS	2/10/2015	\$390.97 lanier toner
Paid Chk# 039563	LILLIS ELECTRIC INC	2/10/2015	\$1,483.90 work down on north wall for ne
Paid Chk# 039564	MAGIC CITY YOUTH BASEBALL	2/10/2015	\$750.00 cal ripken tourn
Paid Chk# 039565	MANDAN MUNICIPAL LANDFILL	2/10/2015	\$68.65 tree charge
Paid Chk# 039566	MANDAN POLICE DEPARTMENT	2/10/2015	\$90.00 monitoring/responding
Paid Chk# 039567	MANDAN PROGRESS	2/10/2015	\$90.00 mpo annual dinner
Paid Chk# 039568	MANDAN PUBLIC SCHOOLS	2/10/2015	\$23,843.66 dehumidifier payment
Paid Chk# 039569	METAL ARTS & CORRAL SALES	2/10/2015	\$6,699.00 bronze plaques-PW & Muni
Paid Chk# 039570	MOORHEAD BABE RUTH	2/10/2015	\$250.00 cal ripken tourny
Paid Chk# 039571	MTI DISTRIBUTING INC	2/10/2015	\$245,544.37 mower pmt
Paid Chk# 039572	WORKFORCE SAFETY &	2/10/2015	\$14,318.32 premium ins billing
Paid Chk# 039573	NDACO RESOURCES GROUP	2/10/2015	\$1,906.66 monthly biling for march
Paid Chk# 039574	NIHCA	2/10/2015	\$376.70 annual mem invest
Paid Chk# 039575	POSTAGEINK.COM	2/10/2015	\$65.90 red ink cartridges
Paid Chk# 039576	RANDY HANSEN DESIGN	2/10/2015	\$45,813.76 PW CLUBHOUSE RENOVATION
Paid Chk# 039577	STAN SCOTT	2/10/2015	\$85.20 flower for a funeral
Paid Chk# 039578	SIGN PRO	2/10/2015	\$12.50 replace lettering for naomi
Paid Chk# 039579	ST. ALEXIUS MEDICAL CENTER	2/10/2015	\$250.00 eap services oct-dec 2014
Paid Chk# 039580	SUPERIOR TECH PRODUCTS	2/10/2015	\$128.00 cleaner
Paid Chk# 039581	VANCO SERVICES, LLC	2/10/2015	\$38.75 program fees for january
Paid Chk# 039582	WEST FARGO BASEBALL	2/10/2015	\$975.00 baseball tourney
Paid Chk# 039583	WINFIELD SOLUTIONS LLC	2/10/2015	\$38,988.33 fertilizer
		<b>Total Checks</b>	<b>\$404,981.87</b>
2/13/15 Payroll			\$ 44,382.89
2/27/15 Payroll			\$ 45,721.30
US Bank			\$ 23,944.49

Next upcoming regular meeting will be March 9th, 2015 at 4:30 pm at City Hall.

Motion to adjourn the meeting at approximately 5:48pm motion by Vice President Knoll, and seconded by Commissioner Allan.

---

Jason Arenz  
President, Board of Park Commissioner

---

Cole Higlin  
Clerk, Mandan Park District