

**Mandan Park District Board Meeting
April 13, 2020 - 12:00 pm
Video Conference "Microsoft Teams"**

Link to join meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTc4MjQ5NzEtYzk1MC00NTI2LWlzZmMtNzlkYWE2ZDQ4YzM3%40thread.v2/0?context=%7b%22Tid%22%3a%22cb3cd161-5cee-4db1-80af-fae4a43306d2%22%2c%22Oid%22%3a%221ad9d53a-8015-40f0-aa12-34acdde60d2c%22%2c%22IsBroadcastMeeting%22%3atruer%7d

Call to Order: April 13, 2020 at 12pm

- **Additions or Deletions to the agenda** – Director Higlin reported one addition of pre-payment of MPD fall debt payment services. MPD would like to make the payments now due to any payments that we can't predict.
- **Public Communication from Visitors** – President Meschke announced that the public is able to make comments on the Microsoft Teams question and answer section.

Minutes: Motion by Commissioner Arenz and seconded by Commissioner Hatzenbuhler to approve the March 9, 2020 regular meeting and April 3, 2020 special video conference meeting. Motion passes 5-0.

Item 1: Consider for approval renewing our lease agreement with John Weeda for Teamster Park.

Director Higlin reported that our current lease agreement with Mr. Weeda for Teamster Park is set to expire by the end of April 20, 2020. We currently have a 20 year lease and the park district leases the land for \$1,500 and pays the taxes annually. The new proposal would state that the Mandan Park District lease the land for 99 yrs and pays the taxes annually. Mr. Weeda would pay the specials on the property. Pending approval of the new agreement, Attorney Ruff would draft the revised agreement and present it Mr. Weeda and Director Higlin would present it to the Park Board for final approval. Motion by Commissioner Arenz and seconded by Commissioner Hatzenbuhler to approve a 99 yr lease for Teamster Park and the park district paying the taxes on the property. Motion passes 5-0.

Item 2: Consider for approval HA Kautzmann Park playground equipment bid.

Park Superintendent Fleck reported that the H.A. Kautzmann Park committee consisting of 3 community members, Director Cole Higlin, Park Commissioner Wanda Knoll and Park Superintendent Dustin Fleck recommended going with Dakota Playgrounds/LSI for the play structure at H.A. Kautzmann Park. Park Superintendent Fleck presented the scoring sheet and a picture of the playground that was selected. Commissioner Hatzenbuhler asked when the park would be completed. Dustin responded that timeline is fluid as there is a six week wait time to receive the play structure. Staff are currently working on removing existing equipment and will work from the top of the park and finish at the play equipment. Motion by Commissioner Arenz and seconded by Commissioner Hatzenbuhler to award the bid to Dakota Playgrounds/LSI in the amount of \$85,000. Motion passes 5-0.

Item 3: 2020 budget discussions and fund balance review.

Director Higlin stated that managers were directed to review their March, April, and May budgets and determine cost savings due to lost revenue because of the covid-19 impact. Accounting Manager Welch reported the leadership team found a variety of areas to cut their expenditures for the current months of March, April and May. Managers were able to reduce the general fund expenses and offset the loss of revenue for the month. Currently the general fund is financially able to handle the loss of revenue as long as we are able to minimize large unexpected expenses. Director Higlin stated that one sheet of ice may be put back on at the Starion Sports Complex at the end of May. We are monitoring the situation but wanted the Park Board to understand that we may not offer summer ice due to restrictions put in place.

Commissioner Hatzebuhler asked how long it takes to put ice on at the Starion Sports Complex. Director Higlin reported that it takes approximately a week and we will need assistance from the Park Operations staff since they transfer employees there in the summer.

Accounting Manager Welch reported that we've been refunding shelter reservations, youth volleyball and afterschool care program. Prairie West is currently open but there has been a loss of revenue in season passes, cart rentals and

less offered tee times. Mandan Municipal Course projection open date is May 1. Director Higlin reported that the reason that Mandan Municipal has not opened is due to staffing.

Teri reported that MPD did not bill memberships for the month of April at the Mandan Aquatic Center and were unable to offering the last session of Spring Swimming Lessons.

Item 4: Commissioner/Staff Reports.

Commissioner Arenz mentioned appreciation for MPD staff during these difficult times. President Meschke mimicked Commissioner Arenz' comment for the appreciation of MPD staff.

Items 5: Authorize payment of the monthly bills.

Accounting Manager Welch requested approval to pay debt service payments now instead of this fall. She stated that paying the bills now would save MPD on interest and would give MPD a better picture of its fund balance in the general fund. All items are already in the 2020 budget but were originally schedule to be paid in the fall.

Motion by Commissioner Arenz and seconded by Commissioner Mehlhoff to approve payment of monthly bills to include debt service payments as presented by Accounting Manager Welch. Motion passes 5-0.

11000 STARION FINANCIAL

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|------------------|-----------------------------|-----------|--------------|--------------------------------|
| Paid Chk# 043039 | AYSHFORD JR, WILLIAM | 4/13/2020 | \$120.00 | JAN CELL PHONE REIMBURSEMENT - |
| Paid Chk# 043040 | BOBCAT OF MANDAN INC | 4/13/2020 | \$4,564.40 | SKIDSTEER REPAIRS PW |
| Paid Chk# 043041 | C S DOORS INC | 4/13/2020 | \$113.62 | SERVICE CALL FOR DOOR- SHOP |
| Paid Chk# 043042 | DAKOTA FIRE STATION | 4/13/2020 | \$371.80 | ANNUAL FIRE EXTINGUISHER INSPE |
| Paid Chk# 043043 | DAKOTA OUTDOORSCAPES | 4/13/2020 | \$445.00 | DOWN PYMT LANDSCAPING - PW |
| Paid Chk# 043044 | DAKOTA STAR GYMNASTICS | 4/13/2020 | \$468.93 | MAR HEALTH INSURANCE REIMBURSE |
| Paid Chk# 043045 | DIRK PLUMBING & HEATING INC | 4/13/2020 | \$2,275.00 | REPAIR UNIT HEATER - ASA |
| Paid Chk# 043046 | EASY PICKER GOLF PRODUCTS | 4/13/2020 | \$1,290.53 | SILVER TOKEN/ BRUSH REPLACEMEN |
| Paid Chk# 043047 | ECO FACILITY SERVICES | 4/13/2020 | \$400.00 | ADMIN OFFICE CLEANING MAR |
| Paid Chk# 043048 | ELECTRO WATCHMAN INC | 4/13/2020 | \$125.10 | 2- 12V 12AMP BATTERIES - ASA |
| Paid Chk# 043049 | FETZER ELECTRIC | 4/13/2020 | \$80.00 | FIXED SCOREBOARD - SSC |
| Paid Chk# 043050 | FRUEH, DAVE | 4/13/2020 | \$110.40 | MILEAGE - REC |
| Paid Chk# 043051 | GATE CITY BANK | 4/13/2020 | \$96,368.82 | RR IMPROVEMENTS LOAN PRINCIPAL |
| Paid Chk# 043052 | HIGH PLAINS APACHE | 4/13/2020 | \$3,425.40 | SPRAYER/ BOOMS - PARKS |
| Paid Chk# 043053 | INNOVATIVE OFFICE | 4/13/2020 | \$186.84 | PAPER - ADMIN |
| Paid Chk# 043054 | KK BOLD | 4/13/2020 | \$60.00 | WEB UPDATES |
| Paid Chk# 043055 | MANN SIGNS INC | 4/13/2020 | \$2,196.00 | RR SIGNS |
| Paid Chk# 043056 | MISSOURI VALLEY PETROLEUM | 4/13/2020 | \$1,519.37 | MOTOR & HYDRAULIC OIL - PARKS |
| Paid Chk# 043057 | MTI DISTRIBUTING INC | 4/13/2020 | \$225.00 | REGISTRATION FOR EQUIP SYSTEMS |
| Paid Chk# 043058 | NORTHERN TROPHY & | 4/13/2020 | \$2,358.00 | YTH VBALL T-SHIRTS |
| Paid Chk# 043059 | PURCHASE POWER | 4/13/2020 | \$0.00 | ADD POSTAGE TO METER RESERVE A |
| Paid Chk# 043060 | R & R SPECIALTIES INC | 4/13/2020 | \$1,342.16 | ICE PAINT - SSC |
| Paid Chk# 043061 | RED RIVER REFRIGERATION | 4/13/2020 | \$218.80 | REGULAR SCHEDULED MAINTENANCE |
| Paid Chk# 043062 | RIVARDS TURF AND FORAGE | 4/13/2020 | \$6,282.78 | FERTILIZER AND SEED - PW |
| Paid Chk# 043063 | NICOLE SCHERR | 4/13/2020 | \$40.00 | MARCH CELL PHONE REIMBURSEMENT |
| Paid Chk# 043064 | STARION BOND SERVICES | 4/13/2020 | \$0.00 | RR REVENUE BOND INTEREST |
| Paid Chk# 043065 | STARION INSURANCE | 4/13/2020 | \$26.00 | INSURE 2020 TORO Z-MASTER |
| Paid Chk# 043066 | WATERLOO TENT & TARP | 4/13/2020 | \$16,155.84 | 9 SHADE PANELS - RR |
| Paid Chk# 043067 | WESTERENG, JOHN | 4/13/2020 | \$15.00 | CELL PHONE REIMBURSEMENT MAR |
| Paid Chk# 043068 | WWGOETSCH | 4/13/2020 | \$5,646.00 | RR POOL PUMP REPAIR |
| Paid Chk# 043069 | PITNEY BOWES RESERVE | 4/13/2020 | \$200.00 | ADD POSTAGE TO METER RESERVE |
| Paid Chk# 043070 | CITY OF MANDAN - PUBLIC | 4/13/2020 | \$768.48 | UNLEADED & DIESEL- PARKS |
| Paid Chk# 043071 | MONTANA DAKOTA UTILITIES | 4/13/2020 | \$12,117.41 | 4399021000-7SOCCER IRRIGATION |
| Paid Chk# 043072 | MOR-GRAN-SOU | 4/13/2020 | \$133.36 | 12724000 - PW |
| Paid Chk# 043073 | VERIZON WIRELESS | 4/13/2020 | \$162.93 | COLE CELL-ADMIN |
| Paid Chk# 043074 | LINDSAY STAIGER | 4/20/2020 | \$100.00 | SHELTER REFUND |
| Paid Chk# 043075 | STARION BOND SERVICES | 4/20/2020 | \$163,755.00 | RR REV BOND PRINCIPAL PYMT |

Total Checks \$323,667.97

US Bank \$14,486.18

4/3/20 Payroll \$49,374.47

4/17/20 Payroll \$48,010.60

Motion to adjourn by Commissioner Hatzenbuhler and seconded by Commissioner Arenz, motion passes. Meeting was adjourned at 12:45pm.

Cole Higlin
 Cole Higlin (Mar 25, 2021 09:45 CDT)

Cole Higlin
 Clerk, Mandan Park District

Wade Meshcke

Wade Meshcke
 President, Board of Park Commissioner









April 13 2020 virtual notes

Final Audit Report

2021-03-25

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|-----------------|--|
| Created: | 2021-03-25 |
| By: | Kelly Churchill (kchurchill@mandanparks.com) |
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