

Mandan Park District
Board Meeting Minutes
February 11, 2019

The Board of Park Commissioners duly met in special session on Monday, February 11, 2019 at City Hall 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, Vice President Jason Arenz, Commissioner's Chad Hatzenbuhler and Miles Mehlhoff.

Park District Staff present: Director Cole Higlin, Park Superintendent Dustin Fleck, Recreation Manager Naomi Erdahl, and Accounting Manager Teri Welch.

President Meschke called the meeting to order at approximately 5:30pm, CDT.

Public Communication: Jan Fasching appeared before the board to discuss when Faris Field renovation is going to happen. President Meschke stated that 2020 is the scheduled date pending bids from the City of Mandan. Once a determination is made on storm water, then we can proceed with design and construction of ball diamonds.

Minutes: Motion by Commissioner Mehlhoff and seconded by Vice President Arenz to approve the January 14, 2019 regular meeting. Motion passes 4-0.

Public Hearing on Ventures Park: President Meschke opened the public hearing on Ventures Park. Director Higlin stated that letters were delivered to adjacent properties informing them of the public hearing. Director Higlin stated that he has received one email and two phone calls in opposition of closing the park. Director Higlin reminded the Park Commissioners that during our Dec. 12, 2018 strategic planning he was directed to explore various options with the future of the park and explained to the citizens in the audience that no decision has been made. In the 2019 budget we dedicated \$75,000 for renovating Ventures Park and it was decided to hold off on purchasing the equipment until we held a public hearing. President Meschke asked if anyone would like to comment on public hearing of Ventures Park.

Keith and Rita appeared before the board requesting a swing set and opposed the closing of the park. They have lived there since 1992 and the park gets used a lot by residents.

Garret and Alicia Huiezenga purchased their home two years ago because a park was next door. They would like to see improvements to the park including repairs to the basketball hoop and concrete.

President Meschke stated that we rely on citizens to communicate on the need for the park along with improvements.

Jan Fasching stated that he has six grandchildren in the area and he opposes closing the park.

Superintendent Fleck stated that the play equipment was relocated from Eagles Park in 2004 and the equipment was installed in 1994. The equipment is outdated and unable to keep it in the park for safety reasons.

Sharon Wagner lives across the street and her grandkids use the park. She would like to see sand back in the play areas instead of wood chips. Superintendent Fleck stated that sand is not ADA compliant, wood chips are the minimum standards.

President Meschke stated that he would like all park commissioners in attendance and would like to post pone a decision until next month when Commissioner Knoll is present.

Unfinished Business:

Item # 1: Director Higlin updated the board on construction status and stated the last couple of weeks of snow and severe cold temperatures had put construction at a standstill. The only item that was completed was masonry work on the press box.

Item # 2: Director Higlin presented the agreement with the Mandan Softball Association for paving the parking lot between north and south complex. The Mandan Softball Association will contribute \$150,000 with \$50,000 due Dec. 31, 2019 and \$10,000 annual payments ending in 2029. Motion by Commissioner Hatzenbuhler and seconded by VP Arenz to accept the agreement as presented. Motion passes 4-0.

New Business:

Item # 1: Director Higlin requested approval from the Park Board to negotiate engineering services from KLJ for the construction of 16th Street NE (east of Sports Complex). This project was recommended from the MPS/MPD Joint Facilities Committee to install the road and design it in a way to address our parking issues for large events. It wasn't recommended to purchase land and pave it for the few events each year that are impacted. Motion by Commissioner Mehlhoff and seconded by VP Arenz to negotiate a fee with KLJ for engineering services for 16th St NE. Motion passes 4-0

Items # 2: Park Superintendent Fleck requested approval of 2019 skid steer bids. Motion by Commissioner Arenz, seconded by Commissioner Hatzenbuhler to purchase a S300 Bobcat Skid Steer in the amount of \$34,028. Motion passes 4-0.

Items # 3: Recreation Manager Erdahl update the board on the girl's fast pitch program. There is a member of the Mandan Baseball Club, Nathan Miller who would like to take over the fast pitch program in 2019. This would include all financials, registration, equipment, uniforms, and all other fees. The Park District would continue to provide payroll services for their umpires. There is no action as this time, just informational.

Item # 4: Director Higlin presented two Matching Grant Requests

1. Mandan Soccer Club (elementary age): purchase new balls, nets, and an AED
 - a. Project amount: \$5,257.95
 - b. Request from Park District: \$2,628.97

2. Mandan Baseball Club: Protective mats for the turf, chairs, bat racks, helmet racks
 - a. Project Amount: \$4,792.80
 - b. Request from Park District: \$2,396.40

Committee recommends the following funding:

- Mandan Soccer Booster Club \$2,698.97
 - Mandan Baseball Club \$1,198.20
- Grand Total: \$3,897.17

Motion by Commissioner Arenz and seconded by Commissioner Hatzenbuhler to approved grant requests as presented. Motion passes 4-0.

Item 5: Director Higlin updated the board on the agreement for the All Seasons Arena. Currently the Park District pays for utilities and School District pays for cleaning services and then we divided them in half and for 2018 the Park District owes the School District \$6,515. In future years the School District will bill us for 1.5 FTE including benefits along with cleaning supplies. The Park District will include building repairs and utilities for 2019.

Items 6: Accounting Manager Welch presented 2018 budget amendments in the amount of \$756,348. The large amount was directly related to construction projects that were carried over two fiscal years. The items were approved in 2017 however when construction projects carry over into the next year we did not amend the 2018 line items. Motion by VP Arenz, seconded by Commissioner Hatzenbuhler to approved \$756,348 in 2018 budget amendments. Motion carries 4-0.

Item 7: Accounting Manager Welch presented 2018 Pledge of Securities for BNC, Starion, and Dakota Community Bank. Motion by Commissioner Hatzenbuhler and seconded by Commissioner Mehlhoff to approve 2018 pledge of securities as presented. Motion passes 4-0.

Item 8: Accounting Manager Welch and Director Higlin presented the 2018 annual report which will be available online for the public to view.

Authorization of payment of the monthly bills. Motion was made by Commissioner Arenz seconded by Commissioner Hatzenbuhler. Motion passes 4 -0.

**MANDAN PARK DISTRICT
*Check Summary Register**

February 2019

Name	Check Date	Check Amt	
11000 STARION FINANCIAL			
Paid Chk# 042278	BABE RUTH LEAGUE	2/12/2019	\$517.45 CHARTER SANCTION FEES
Paid Chk# 042279	BIS-MAN CONVENTION AND	2/12/2019	\$200.00 ANNUAL MEMBERSHIP DUES
Paid Chk# 042280	CAVE, PHYLLIS	2/12/2019	\$100.00 REFUND SHELTER RENTAL CANCELAT
Paid Chk# 042281	DAKOTA FIRE STATION	2/12/2019	\$109.00 ANNUAL INSPECTION-SSC
Paid Chk# 042282	DAKOTA PROMOTIONS	2/12/2019	\$96.50 W2 & 1099 FORMS
Paid Chk# 042283	DAKOTA STAR GYMNASTICS	2/12/2019	\$425.33 JANUARY HEALTH INSURANCE REIMB
Paid Chk# 042284	DICKINSON MUSTANG BASEBALL	2/12/2019	\$800.00 GRAY IN MAY TOURNAMENT ENTRY
Paid Chk# 042285	DIRK PLUMBING & HEATING INC	2/12/2019	\$1,974.69 PUMP REPAIR ASA
Paid Chk# 042286	ECO FACILITY SERVICES	2/12/2019	\$400.00 CLEANING ADMIN BUILDING
Paid Chk# 042287	ELECTRIC SYSTEMS INC	2/12/2019	\$3,632.04 PAY #3 MEMORIAL BALLPARK RENO
Paid Chk# 042288	NAOMI ERDAHL	2/12/2019	\$157.70 MILEAGE-ASA
Paid Chk# 042289	DUSTIN & CARLA FLECK	2/12/2019	\$15.22 ACCIDENTAL PURCHASE TO PERSONA
Paid Chk# 042290	GRONDAHL RECREATION	2/12/2019	\$5,236.00 PITCHING SPEED RADAR GUN
Paid Chk# 042291	IRONHIDE EQUIPMENT	2/12/2019	\$3,995.00 SNOW PUSHER FOR TOOL CAT
Paid Chk# 042292	JOHS, CASEY	2/12/2019	\$19.45 PIZZA FOR STAFF-AQUA
Paid Chk# 042293	K & K INSURANCE GROUP	2/12/2019	\$2,580.00 CAL RIPKEN INSURANCE FEES
Paid Chk# 042294	MANDAN POLICE DEPARTMENT	2/12/2019	\$75.00 RR-ANNUAL MONITORING
Paid Chk# 042295	MANDAN PROGRESS	2/12/2019	\$50.00 2019 ANNUAL DINNER TICKETS
Paid Chk# 042296	MANDAN PUBLIC SCHOOLS	2/12/2019	\$30,358.65 2018 COST SHARE-ASA
Paid Chk# 042297	MANDAN SPECIAL OLYMPICS	2/12/2019	\$200.00 PAY FOR CERTIFIED BASKETBALL O
Paid Chk# 042298	MANN SIGNS INC	2/12/2019	\$1,530.00 FIRE SPRINKLERS SIGN-ASA
Paid Chk# 042299	ND SAFETY COUNCIL	2/12/2019	\$895.00 REASONABLE SUSPICION STAFF TRA
Paid Chk# 042300	NDACO	2/12/2019	\$4,142.06 MARCH IT SERVICES
Paid Chk# 042301	NORTHERN TROPHY &	2/12/2019	\$1,107.00 WINTERDAZE SHIRTS
Paid Chk# 042302	NORTHWEST CONTRACTING	2/12/2019	\$71,906.66 PAY #6 MEMORIAL BALLPARK RENO
Paid Chk# 042303	PITNEY BOWES RESERVE	2/12/2019	\$300.00 POSTAGE ON RESERVE ACCOUNT
Paid Chk# 042304	NICOLE SCHERR	2/12/2019	\$74.97 MILEAGE-MAC
Paid Chk# 042305	SPS COMPANIES	2/12/2019	\$257.00 LOCKER ROOM FAUCET-ASA
Paid Chk# 042306	ST. ALEXIUS MEDICAL CENTER	2/12/2019	\$250.00 4TH QUARTER EAP FEES
Paid Chk# 042307	STARION INSURANCE	2/12/2019	\$63,686.00 2019 GENERAL LIAB, AUTO, INLAN
Paid Chk# 042308	STEINS INC	2/12/2019	\$1,341.68 CLEANING SUPPLIES-SSC
Paid Chk# 042309	WEST FARGO BABE RUTH	2/12/2019	\$1,400.00 CAL RIPKEN TOURNAMENT ENTRY
Paid Chk# 042310	WINFIELD SOLUTIONS LLC	2/12/2019	\$29,307.40 FERTILIZER/CHEMICAL-PW
Paid Chk# 042311	WORKFORCE SAFETY AND	2/12/2019	\$14,234.04 2019 PREMIUM WORKERS COMPENSAT
	Total Checks		\$241,373.84
US Bank		\$14,328.99	
2/8/19 Payroll		\$56,719.20	
2/22/19 Payroll		\$58,122.39	

Motion to adjourn the meeting was at approximately 6:50pm. Motion made by Vice President Arenz, seconded by Commissioner Mehlhoff. Motion passes 4-0.

Cole Higlin
Clerk, Mandan Park District

Wade Meschke
President, Board of Park Commissioner