

Mandan Park District  
Board Meeting Minutes  
March 9, 2020

The Board of Park Commissioners duly met in special session on Monday, March 9, 2020 at City Hall 205 2<sup>nd</sup> Ave NW in the Bosch Froelich room.

**Attendees:**

Park Commissioners: Vice President Jason Arenz, Commissioners Chad Hatzenbuhler, Wanda Knoll and Miles Mehlhoff.

Park District Staff present: Director Cole Higlin and Operations Superintendent Dustin Fleck.

Legal Council: Arlen Ruff

Absent: President Wade Meschke

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

**Public Communication:** Steve Kroh requested that the Park District look at different options to minimize dust and mud on the roads from Dacotah Centennial Park. Mr. Kroh owns Speedway Storage west of the race track and has complained for many years about dust from the traffic going in and out of the complex. The dust prevents him from opening his garage doors. Mr. Kroh asked if some type of dust spray could be used to assist with the problem. Park Superintendent Fleck stated that we are working with the Bismarck Mandan Stock Car Association and are looking to reroute the road to the north and close the current road that impacts Mr. Kroh. President Arenz asked that we try to find some type of solution to minimize the issues Mr. Kroh is dealing with.

**Minutes:** Motion by Commissioner Knoll and seconded by Commissioner Hatzenbuhler to approve the February 10, 2020 regular meeting. Motion passes 4-0.

**Item 1:** Director Higlin presented three proposals for providing feasibility study options for Raging Rivers operations. Director Higlin presented REH Architects in the amount of \$6,200, ICON Architects who stated that they would do study for the same amount as UBL Designs presented last month in the amount of \$19,380. Director Higlin stated that he review each proposal and stated that all items the Park District was requesting was being addressed by all proposals. Discussion was held on whether or not we needed structural engineer as REH Architects did not include that in their proposal. Director Higlin stated that we did not request a structural engineer as we won't be doing construction in 2020. We are only looking for design options as to what we could potentially do with our current layout. The proposal will provide 2-3 options to better utilize our space, provide a preliminary budget of construction, and coordinate with the Park District to develop the options and how to implement the work since the Park District is going to be the general contractor. Motion by Commissioner Knoll and seconded by Commissioner Hatzenbuhler to award the feasibility study to REH Architect in the amount of \$6,200 and amend the 2020 Raging Rivers budget using cash reserves from the Raging Rivers fund balance. Motion passes 4-0.

**Item 2:** Operations Superintendent Fleck presented KC Park equipment bid proposals from four companies. All companies were given a budget of \$57,000 which included equipment and installation. Park Operations staff reviewed the proposals and scored them on design, number of play features, visual appeal and it's our recommendation to award the bid to Dakota Playground/LSI. Motion by Commissioner Knoll and seconded by Commissioner Mehlhoff to award the playground equipment bid to Dakota Playground/LSI in the amount of \$57,000. Motion passes 4-0.

**Item # 3:** Director Higlin presented a request from the City of Mandan for a 60' construction easement for a new transmission water line on our 47 acres north of the Mandan Middle School. The City of Mandan currently has a permanent easement for the water line and they are requesting a temporary 60' construction easement with payment of \$10 for the easement. They are required to restore the property back to its original status and the easement expired in 2021. Motion by Commissioner Knoll and seconded by Commissioner Hatzenbuhler to approve the 60' construction easement as stated. Motion passes 4-0.

**Item # 4:** Director Higlin presented the final report of the Starion Sports Complex feasibility study which was shared equally with the Mandan Hockey Club. The original cost was \$2,000 but increased to \$3,415 because we asked for an additional option. We were presented with Option "A" which included using the NW corner of the Buick/GMC rink to add (4) lower level locker rooms with only (2) shared restroom/showers between each locker room, and the upper level would be an unfinished dry land room. The current dry land room would be renovated into (2) changing rooms that would not have rest rooms or showers. The cost for option A is \$2.3 to \$2.5 million.

Option "B" which is our least favorite impacts Dakota Star Gymnastics negatively by using the west 1/3 of their current floor space and converting it to dry land space and extending their floor plan to the south with new construction. We would add four new locker rooms with restrooms/showers directly behind the benches on the Cadillac rink. This would allow direct access to and from the rink without having to cross the ice and use the current locker rooms. This option was exactly what we wanted to do originally by having dual purposed locker rooms for football and hockey seasons prior to constructing a locker room specifically for the school district. The locker rooms could impact space between the buildings and back of the grandstands. The current dry land room would be renovated into (2) changing rooms that would not have rest rooms or showers. The cost of Option "B" ranges from \$2 to \$2.25 million.

Option "C" is the same as Option "B" with dry land space located directly south the Cadillac rink on the lower level with access directly across from the current dry land room. The space currently is a hilly green space and the entire roof drainage system outflows to this current location. The cost for Option "C" is \$1.8 to \$2 million which is the least expensive and recommended highly by Park District staff. There may be concerns about the ability to add (4) or (3) locker rooms based on the amount of space that we have behind the grandstands.

We are having discussions with Mandan Public Schools and University of Mary about the future and financial participation. The Mandan Hockey Club understands that the Park District has other capital projects that need to be addressed and would like a meeting in the future to discuss a capital fundraising campaign.

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

## MANDAN PARK DISTRICT \*Check Summary Register

March 2020

Name	Check Date	Check Amt	
<b>11000 STARION FINANCIAL</b>			
Paid Chk# 042965	ALYEA, CODY	3/10/2020	\$24.39 CELL PHONE REIMBURSEMENT-PARKS
Paid Chk# 042966	BANYON DATA SYSTEMS INC	3/10/2020	\$495.00 PAYROLL SUPPORT FOR DSG
Paid Chk# 042967	BIS-MAN CHAMBER OF	3/10/2020	\$410.00 CHAMBER AD
Paid Chk# 042968	BULLINGER TREE SERVICE	3/10/2020	\$5,600.00 PW TREE REMOVAL
Paid Chk# 042969	CAPITAL CITY RESTAURANT	3/10/2020	\$175.00 AMANA SPEED OVEN SHIPPING CHAR
Paid Chk# 042970	CENTRAL MECHANICAL IN	3/10/2020	\$1,116.31 DRAIN LEAKING INTO BUILDING-AS
Paid Chk# 042971	CHADS CARPET CLEANING	3/10/2020	\$540.70 ADMIN CARPET CLEANING
Paid Chk# 042972	CHURCHILL, KELLY	3/10/2020	\$50.00 CELL PHONE REIMBURSEMENT-ADMIN
Paid Chk# 042973	DAKOTA FIRE STATION	3/10/2020	\$109.00 ANNUAL FIRE INSPECTION SSC
Paid Chk# 042974	DAKOTA STAR GYMNASTICS	3/10/2020	\$468.93 FEB HEALTH INSURANCE REIMBURSE
Paid Chk# 042975	ECO FACILITY SERVICES	3/10/2020	\$800.00 ADMN CLEANING OFFICE-JAN
Paid Chk# 042976	ETSYSTEMS INC	3/10/2020	\$433.00 MECHANICAL ISSUES-SSC
Paid Chk# 042977	FRUEH, DAVE	3/10/2020	\$96.60 MILEAGE-REC
Paid Chk# 042978	GALLS	3/10/2020	\$122.89 BLUE GLOVES RR
Paid Chk# 042979	JLG ARCHITECTS	3/10/2020	\$3,415.00 SSC FEASIBLTY STUDY FOR DRYLA
Paid Chk# 042980	JOHS, CASEY	3/10/2020	\$34.50 MILEAGE-REC
Paid Chk# 042981	MANDAN BASEBALL CLUB	3/10/2020	\$10,500.00 ARENZ MEM BALLPARK PLEDGE PAYM
Paid Chk# 042982	MANDAN PUBLIC SCHOOLS	3/10/2020	\$25.00 SCHOOL BULLETIN
Paid Chk# 042983	MTI DISTRIBUTING INC	3/10/2020	\$12,488.00 ZERO TURN MOWER FOR PARKS SHOP
Paid Chk# 042984	NORTH DAKOTA GOLF	3/10/2020	\$275.00 MEMBERSHIP DUES PW
Paid Chk# 042985	NDACO	3/10/2020	\$2,137.83 MARCH I.T. SERVICES
Paid Chk# 042986	NELSON AUTO CENTER	3/10/2020	\$31,697.52 2020 FORD F250- PARK OPERATION
Paid Chk# 042987	NORTHERN TROPHY &	3/10/2020	\$1,472.50 YTH BASKETBALL SHIRTS
Paid Chk# 042988	RED RIVER REFRIGERATION	3/10/2020	\$310.00 REGULAR SCHEDULED COMPRESSOR
Paid Chk# 042989	RIVARDS TURF AND FORAGE	3/10/2020	\$10,207.97 FERTILIZER AND CHEMICAL-PW
Paid Chk# 042990	NICOLE SCHERR	3/10/2020	\$110.15 CELL PHONE REIMB-ADMIN
Paid Chk# 042991	GARRETT SCHULTZ	3/10/2020	\$40.00 CELL PHONE REIMB-PW
Paid Chk# 042992	SP&E	3/10/2020	\$320.00 REPAIRS TO RUBBER FLOOR VB STA
Paid Chk# 042993	STARION INSURANCE	3/10/2020	\$69,644.00 2020 GENERAL LIAB, AUTO, INLAN
Paid Chk# 042994	ADOLPH KIEFER AND	3/10/2020	\$183.95 RESUSCITATOR ADULT-RR
Paid Chk# 042995	WESTERENG, JOHN	3/10/2020	\$15.00 CELL PHONE REIMB-MM
		<b>Total Checks</b>	<b>\$153,318.24</b>
		<b>US Bank</b>	<b>\$11,907.64</b>
		<b>3/6/20 Payroll</b>	<b>\$60,583.26</b>
		<b>3/20/20 Payroll</b>	<b>\$53,567.19</b>

Motion to adjourn the meeting was at approximately 6:30pm. Motion made by Commissioner Knoll, seconded by Commissioner Mehlhoff. Motion passes 4-0.

*Cole Higlin*

[Cole Higlin \(Apr 17, 2020\)](#)

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Cole Higlin  
Clerk, Mandan Park District



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Wade Meschke  
President, Board of Park Commissioner

# March 9 2020 minutes

Final Audit Report

2020-04-17

Created:	2020-04-17
By:	Kelly Churchill (kchurchill@mandanparks.com)
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2020-04-17 - 1:51:11 PM GMT