

Mandan Park District
Board Meeting Minutes
September 12, 2022

The Board of Park Commissioners duly met in special session on Monday, September 12, 2022, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, Vice President Miles Mehlhoff, Jen Froehlich and Layn Mudder.

Park District Staff present: Cole Higlin, Teri Welch and Dustin Fleck.

Absent: Commissioner Scott and Legal Counsel Arlen Ruff

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

Public Communication: No one appeared.

Minutes: Motion by Commissioner Froehlich and seconded by Vice President Mehlhoff to approve the August 8, 2022 regular meeting minutes. Motion passes 4-0.

Item #1 Mandan Kiwanis presented a check for their pledge obligations to Memorial Ballpark renovation for \$10,000, \$2,000 for the Mandan Tennis Center, and a youth baseball donation in the amount of \$10,475.

Item # 2: Public Hearing on 2023 budget; President Meschke asked if anyone would like to appear before the board to comment on the 2023 budget. No one appeared and the public hearing was closed. President Meschke read Ordinance 1054 for the annual tax levy for the 2023 budget as presented. Motion by Commissioner Mehlhoff and seconded by Commissioner Mudder to approve the 2023 budget as presented. Motion passes 4-0.

Item 3: Director Higlin provided updates on the following projects:

a. Dale Pahlke Arena at Dakota Community Bank & Trust rodeo grounds has the canopies erected and currently being painted a primer white and a black epoxy as a final finish. Concrete work was added to the existing raceway at Dacotah Centennial Park as part of the \$250,000 allocation to improve the ADA bleachers, restroom upgrades and concrete under the lower bleachers and upper bleachers. The BMSCA has agreed to contribute \$9,000 to add the additional concrete under the upper bleachers to match the existing areas. We had \$35,000 remaining of the \$250,000 allocation and by adding the additional concrete it should be within our existing budget. We have spent \$1.3 million YTD on pay apps to contractors. Park staff will be constructing the pavilion and ticket booth this fall/winter. We have currently raised \$3.5 million of which \$250,000 was dedicated to the Mandan Parks and Recreation Foundation and redirected to the Mandan Rodeo Committee to purchase new panels and chutes for the 2023 season. Commissioner Mudder asked when the north fencing would be added to the project since fundraising has surpassed its goal. Director Higlin stated that the Rodeo Committee would like to add to the arena instead of funding fencing to the facility at this time. We hope the Mandan Horse & Saddle Club will assist with fundraising for the facility and those dollars would be allocated to the fencing project.

b. The Mandan Tennis Center welcome building is currently being constructed and hope to be framed by the end of September. Renner will be pouring the post tension concrete the first week of October and then continue to the outdoor pickle ball courts towards the middle of October. We will not install the coating on the pickleball courts this fall as temperatures are not accommodating to provide a cure on the courts. The coating will take place in the spring of 2023. The dome is expected to be inflated the last week of October as all materials will be onsite Oct. 24, 2022. YTD we have spent \$1.4 million on the project. The parking lot has been completed and we are using the area for all Sports Complex activities and it seems to be working well.

- c. Director Higlin updated the board and stated that the coping of the lazy river at Raging Rivers has been removed and formed for concrete pour next week. We received a grant from ND Parks and Recreation for \$541,750 which included a liner for the lazy river and interior renovations. The interior renovation will take place in November once bids are approved at the October 10 board meeting.
- d. Director Higlin stated that we had a portfolio meeting with the Girls Fastpitch Club to make sure they are on the same schedule to make decisions regarding construction of Faris Field. The draft Mandan Baseball Club agreement is included in your packet with proposed changes. We have discussed potential naming rights for the Faris Field competition field.

Item 5: The board approved on June 13, 2022 to accept the lease proposal from American Tower in the amount \$155,000 over six installments. Attorney Ruff has reviewed the agreement and gave his verbal approval to approve the agreement as presented.

Item 6: Park Operations Manager Fleck requested additional funds to complete the water line installation for the new site for Community Gardens west of Faris Field. Originally, we had allocated \$10,000 and now the projects costs have increased to \$31,4000. Park Operations Manager Fleck stated that we are requesting an additional \$21,400 to complete the project this fall. Last fall the contractor couldn't get materials so the project was delayed until the fall of 2022 which includes material cost increases. Currently we are at 60 garden plots and will we increase the area to 80 garden plots. Motion by Commissioner Froelich and seconded by Commissioner Mudder to approve \$21,400 from the Capital Improvement Fund to complete the water line installation for the new site for Community Gardens. Motion passes 4-0.

Commissioner/Staff Reports: Director Higlin stated that staff will be attending NDRPA conference in Minot this week and the following week attending the NRPA conference in Phoenix, AZ.

Motion by Commissioner Froehlich and seconded by Commissioner Mudder to approve the monthly bills. Motion passes 4-0.

*Check Summary Register

11000 STARION FINANCIAL

44442	ACME TOOL CRIB	9/13/2022	\$68.88	Oil - Golf MM
44443	ADVANCED MECHANICAL	9/13/2022	\$501.62	Air Conditioner Repair - PW Clubhouse
44444	ALYEA, CODY	9/13/2022	\$24.48	Aug Cell Phone Reimbursement - Shop
44445	ANYTHING WEATHER	9/13/2022	\$5,725.00	iStrike Siren- Raging Rivers
44446	ASSOCIATED POOL BUILDERS	9/13/2022	\$264,100.00	Contractor Pay App #1 - RR ARPA Grant
44447	AVI SYSTEMS	9/13/2022	\$4,422.37	Tennis Center -Security Door Access
44448	BARTH, DALE	9/13/2022	\$20.00	Aug Cell Phone Reimbursement - Shop
44449	BIG HILL SERVICES LTD	9/13/2022	\$208.89	Spreader Towel - SSC
44450	BISMARCK MANDAN SECURITY	9/13/2022	\$302.86	July Patrol Services - Shop
44451	BLUE HAWK AUDIO AND VIDEO	9/13/2022	\$6,212.35	Speaker/Microphone system-PW
44452	CITY OF MANDAN	9/13/2022	\$9,629.79	July Gas RR
44453	CLASSY CAKES	9/13/2022	\$2,220.00	Cookie Dough - RR
44454	COJILIO	9/13/2022	\$0.00	Sept Party Booking app - RR
44455	DAWSON, GABRIEL	9/13/2022	\$250.00	Lifeguard Training Reimb. - RR
44456	DICKERSON, OLIVIA	9/13/2022	\$112.50	Lifeguard Training Reimb. - RR
44457	DIRK PLUMBING & HEATING INC	9/13/2022	\$4,252.44	A/C Repair at Baseball
44458	EAST SIDE JERSEY DAIRY INC.	9/13/2022	\$69.12	Milk - SMAC
44459	ELECTRIC SYSTEMS INC	9/13/2022	\$2,191.00	Repaired 4 Lights - Park Shop
44460	FARSTAD OIL INC	9/13/2022	\$1,771.18	Propane - SSC
44461	FERGUSON ENTERPRISES INC	9/13/2022	\$0.00	Sprinklers - PW
44462	FETZER ELECTRIC	9/13/2022	\$477.98	Replaced GFCl outlet & restroom lights - SSC
44463	FRUEH, DAVE	9/13/2022	\$368.50	Meals- NRPA Conference in Phoenix AZ
44464	HAWKINS INC	9/13/2022	\$6,094.69	Chemicals - RR
44465	COLE HIGLIN	9/13/2022	\$256.00	Meals NRPA Conference in Phoenix AZ
44466	ICON ARCHITECTURAL GROUP	9/13/2022	\$29,750.00	Design - Park Operations Building
44467	JOHS, CASEY	9/13/2022	\$470.01	July Mileage Reimbursement - Rec
44468	KIRCHMEIER, SAGE	9/13/2022	\$187.50	Lifeguard Training Reimb. - RR
44469	KLJ ENGINEERING LLC	9/13/2022	\$19,620.00	Construction Admin - MTC
44470	KOENIG, SOPHIA	9/13/2022	\$187.50	Lifeguard Training Reimb. - RR
44471	LACOMBE, BRETT	9/13/2022	\$250.00	Lifeguard Training Reimb. - RR

44472	LOWER HEART WATER	9/13/2022	\$3,800.00	2022 Land Rent - PW
44473	MANDAN PROGRESS	9/13/2022	\$3,000.00	MPO Annual Support - Admin
44474	MANDAN PUBLIC SCHOOLS	9/13/2022	\$5,000.00	School District's Share of basketball clubs'
44475	MANN SIGNS INC	9/13/2022	\$75,000.00	Rodeo Arena Signage
44476	HARRIET MCCLELLAND	9/13/2022	\$70,000.00	Balance on purchase of McClelland property
44477	MIRACLE RECREATION	9/13/2022	\$332.88	Cable for Softball Playground
44478	MITZEL, CHERSTIN	9/13/2022	\$150.00	Lifeguard Training Reimb. - RR
44479	MTI DISTRIBUTING INC	9/13/2022	\$2,435.23	Mower Blades - PW
44480	NDRPA	9/13/2022	\$830.00	Webinar - Marketing
44481	NEDLYNNS PAINTING &	9/13/2022	\$3,986.00	Interior Painting - DCP Restrooms
44482	NORTHERN TROPHY &	9/13/2022	\$1,340.00	Staff sweatshirts - RR
44483	NORTHWEST CONTRACTING	9/13/2022	\$960,880.03	Pay App #4 - Rodeo Arena
44484	NRG TECHNOLOGY SERVICES	9/13/2022	\$2,609.08	Sept I.T. Services - Admin
44485	OFFICE OF THE STATE	9/13/2022	\$385.00	2021 Audit Report Review - Admin
44486	PORTER, TRACY	9/13/2022	\$557.45	Tennis/Pickleball Mower and Teaching Cart -
44487	PREBLE MEDICAL SERVICES	9/13/2022	\$85.00	Employee drug test
44488	PRO FORMS	9/13/2022	\$211.96	Accounts Payable Checks - Admin
44489	RED RIVER REFRIGERATION	9/13/2022	\$10,476.80	Compressor Top End Overhaul - SSC
44490	RHONE, JULIA	9/13/2022	\$250.00	Lifeguard Training Reimb. - RR
44491	ROUGH RIDER INDUSTRIES	9/13/2022	\$1,092.00	Work Station - SMAC
44492	SAND CREEK CORPORATION	9/13/2022	\$63,205.03	Grading Pay App #2 - Mandan Tennis Center
44493	NICOLE SCHERR	9/13/2022	\$150.63	July Cell Phone reimbursement - Admin
44494	SP&E	9/13/2022	\$80.00	ASA - VB part
44495	SPIFFY BIFFS	9/13/2022	\$602.25	Portable Toilet - Mandan Dog Park
44496	STARION INSURANCE	9/13/2022	\$270.00	Updates on Property Insurance
44497	STEINS INC	9/13/2022	\$411.58	Brommax - SSC
44498	TENNANT	9/13/2022	\$14,900.00	Model 6100 Sweeper - MTC
44499	THE CREATIVE TREATMENT	9/13/2022	\$2,189.01	2022 Media Production - Marketing
44500	US FOOD SERVICES INC	9/13/2022	\$10,616.07	Food -SMAC
44501	VERSATILE VEHICLES, INC.	9/13/2022	\$316.37	Diagnostic tool - PW
44502	VIANT	9/13/2022	\$765.00	Crane for Soccer Shed
44503	VOGEL, JODI	9/13/2022	\$600.00	August Office Cleaning - Admin
44504	WATSON, TYRA	9/13/2022	\$480.10	Partial air reimb and meals for World Water
44505	WESTERENG, JOHN	9/13/2022	\$40.00	July Cell Phone Reimbursement - MM
44506	WESTERN EDGE ELECTRIC, INC	9/13/2022	\$63,900.00	Electrical Pay App #4 - Mandan Rodeo Arena
44508	FERGUSON WATERWORKS	9/13/2022	\$5,523.60	Sprinklers - PW
	Total Checks		\$1,666,215.73	
	US Bank P-cards		\$39,667.58	
	Payroll 09/02/22		\$86,073.39	
	Payroll 09/16/22		\$77,889.09	
	Payroll 09/30/22		\$79,388.76	

Motion to adjourn the meeting was at approximately 6:08pm. Motion made by Commissioner Mehlhoff and seconded by Commissioner Mudder; Motion passes 4-0.

Cole Higlin

 Cole Higlin
 Clerk, Mandan Park District

Wade Meschke

 Wade Meschke

September 12 2022 minutes

Final Audit Report

2022-11-15

Created:	2022-11-15
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOA_2LdHR--U88akTEpbDXhWbFTyYOWyd

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-  Document e-signed by Wade Meschke (wade.meschke@msd1.org)
Signature Date: 2022-11-15 - 4:59:56 PM GMT - Time Source: server- IP address: 165.234.101.97
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