

Mandan Park District
Board Minutes
December 10, 2012

The Board of Park Commissioners duly met in regular session on Monday, December 10, 2012 at Mandan City Hall. Those present were President Arenz, Commissioners Allan, Keller, Knoll, and Legal Counsel Arlen Ruff. Vice President Porter was absent.

President Arenz called the meeting to order at approximately 5:30pm, CDT. President Arenz asked if there were any changes or corrections to the minutes of the December 10, 2012 regular meeting, Commissioner Keller requested that conserve in our mission statement be changed to preserve, a motion given by Commissioner Knoll, seconded by Commissioner Keller, to approve the minutes as stated, and the motion carried the approval of the board.

Unfinished Business #1, Director Higlin provided an update on the green space ordinance. The city commissioners approved the green space ordinance pending approval from Bismarck City Commission. Director Higlin presented district information on our current 5% of park acreage of the entire city. If population increases to 30,000 and in order to maintain our current 5% acreage, we will need to acquire 192 acres to continue our percentage of green space. This percentage is important to help justify our request for 7% land dedication or cash in lieu.

Unfinished Business #2, Director Higlin provided an update on the land purchase from Mitzel Builders. The closing date will be December 13 at 8:30am. The loan was executed and funds were transferred to complete the purchase agreement in the amount of \$30,000.

Unfinished Business #3, Director Higlin requested approval to purchase a new mower for the parks dept. in the amount of \$69,370 with trade in allowance in the amount of \$16,500. The second item for approval is a Toro aerator for the golf dept. in the amount of \$20,822.77. Motion by Commissioner Knoll and Seconded by Commissioner Allan to award MTI Distributing in the amount of \$73,693.76 for the purchase of mower and aerator, motion passed 4-0.

New Business #1, consider for approval a request from the Mandan Baseball Club to transfer funds from the baseball fund that the Park District manages for gaming purposes. Stan Scott request approval from the park board of commissioner to move \$5,000 as startup funds for gaming to assist their funding opportunities' for improvements to Memorial Ballpark. President Arenz asked Attorney Ruff if there are any liabilities for the park district. Attorney Ruff states that as long as the Baseball Club has a 501C, funds are separate from the district and use the Mandan Baseball Club Inc. there should be no liability to the district. Motion to approve by Commissioner Keller and seconded by Commissioner Allan, motion passed 4-0.

New Business #2, Director Higlin presented a request from Taylor Investments to extend their current property line into park property for the purposes of expanding their property line. Director Higlin stated that the land had no value and recommended to move the property line to one foot away from our t trail. This would make Taylor Investments responsible for mowing the hillside. Motion by Commissioner Knoll and seconded by Commissioner Keller, motion passed 4-0.

New Business #3, Director Higlin presented for approval 2013-2014 lease agreements with the Bismarck Mandan Stock Car Association and the Horse & Saddle Club. Motion by Commissioner Allan and seconded by Commissioner Keller to approve contracts as presented, motion passes 4-0.

New Business #4, Accounting/HR Manager Niemiller introduced Lynnell from Mahlum Goodhart to present the 2011 district audit. Motion by Commissioner Knoll to accept the 2011 audit, seconded by Commissioner Keller, motion passed 4-0.

New Business # 5, Director Higlin requested approval to hire Kadrmas Lee & Jackson to provide engineering services for the millennium trail resurfacing project. The trail grant was accepted in September for approval, but minutes didn't reflect awarding the engineering services for KLJ as required by grant guideline. Motion by Commissioner Knoll to ward KLJ for engineering services in the amount of \$27,000 for millennium trail resurfacing, seconded by Commissioner Allan, motion passes, 4-0.

New Business # 6 Director Higlin presented PWGC irrigation renovation bid summary and financing options. Director Higlin recommended awarding the irrigation bids to Midwest Irrigation in the amount of \$1,021,800 accepting both base bids and all three alternates. Motion by Commissioner Knoll and seconded by Commissioner Allan to award Midwest Irrigation in the amount of \$1,021,800 accepting all base bids and alternate bids presented. Motion passed 4-0. Director Higlin then presented financing options

and interest rates from local banking institution. Director Higlin recommended awarding Starion Financial financing the irrigation project in the amount of \$700,000 at 2.95% for a 10year term. The remaining \$371,000 will be paid from general fund. Motion by Commissioner Knoll and seconded by Allan to award Starion Financial for financing.

New Business # 7 Director Higlin updated the board on awarding the comprehensive plan in partnership with the City of Mandan. There were four proposal submitted, the selection committee narrowed it down to two for interviews. Kadrmass Lee & Jackson and Stantec were the finalist who presented to the selection committee. IT was recommended awarding the comprehensive plan to Stantec which will require a fourteen month process. The total cost of the comprehensive plan is \$120,000; the park district is responsible for \$20,000 which was budgeted for 2013.

New Business # 8 Dave Frueh; Recreation Manager presented changes to our Raging Fitness contract pending any legal concerns from Attorney Ruff. The changes were cosmetic and Attorney Ruff has no concerns with the changes. Motion by Commissioner Keller to accept all changes as presented, Seconded by Commissioner Knoll, motion passed 4-0.

New Business # 9 Gaye Niemiller; Accounting Manager presented 2012 budget amendments required by NDCC 40-40-15 that requires all expenditures exceeding budgeted amounts. Total recommendation for budget amendments in the amount of \$607,657 was motioned by Commissioner Keller, seconded by Commissioner Allan, motion passed 4-0.

Staff and Commissioner Reports, No reports or comments.

The next agenda item was approval of the monthly bills, a motion by Commissioner Knoll, seconded by Commissioner Allan, to approve the monthly bills as stated. A roll call vote was given at this time, with all board members present voting yes. The motion carried the approval of the board.

037806	CLEARY BUILDING DING CORP	\$11,429.00
037807	AARON JANZ	\$500.00
037808	AMATEUR SOFTBALL ASSOCIATION	\$1,000.00
037809	ARMOR INTERACTIVE	\$35.00
037810	BANYON DATA SYSTEMS INC	\$2,130.00
037811	BASIN TELECOMMUNICATION	\$39.90
037812	BILL PFAU	\$30.00
037813	BISMARCK TRIBUNE	\$464.53
037814	BRAD OLSON	\$643.58
037815	BROCK WHITE CO. LLC	\$4,132.80
037816	C & H GLASS COMPANY	\$285.00
037817	CAREY WEIAND	\$30.00
037818	CINDY SCHROEDER	\$30.00
037819	CITY OF MANDAN	\$2,784.82
037820	CRESCENT PRINTING INC	\$52.10
037821	CUSTER HEALTH UNIT	\$150.00
037822	DAKOTA CAULKING	\$1,420.00
037823	DAKOTA SCREEN ARTS INC	\$331.90
037824	DEAN & NICOLE BEEHLER	\$30.00
037825	DIANE LAMONT	\$100.00
037826	DIRECT MED	\$159.00
037827	DIRK PLUMBING AND HEATING	\$6,840.00
037828	DWIGHT MACK	\$500.00
037829	EASTON ANDRESEN	\$100.00
037830	ELECTRIC SYSTEMS INC	\$1,749.60
037831	ELECTRO WATCHMAN INC	\$678.50
037832	ETSYSTEMS INC	\$307.00

037833	EXTREME SALES	\$5,300.00
037834	GOLDEN WEST INDUSTRIAL	\$2,511.44
037835	GREAT PLAINS SECURITY	\$240.00
037836	HAROLD WOLF	\$100.00
037837	HERMAN SCHAFER	\$317.92
037838	IMAGE PRINTING INC	\$1,484.46
037839	INFORMATION TECHNOLOGY	\$7.40
037840	IRRIGATION DESIGN ASSOCIATION	\$32,940.00
037841	J & S SANITATION SERVICE	\$150.00
037842	JAKES AUTO GLASS	\$64.72
037843	JEREMY KUPFER	\$42.00
037844	JOHN THILMONY	\$30.00
037845	JORDAN KAUTZMAN	\$70.00
037846	KAREN MADLER	\$100.00
037847	KELSCH KELSCH RUFF & KRAN	\$324.50
037848	LEE SCHMIDT	\$30.00
037849	LEONA RESSLER	\$30.00
037850	LILLIS ELECTRIC INC	\$1,060.35
037851	LORENA POPPE	\$30.00
037852	MANDAN BASEBALL CLUB	\$5,000.00
037853	MANDAN PUBLIC SCHOOLS	\$23,923.66
037854	MARKS COOLING AND HEATING	\$253.09
037855	MIDWEST TESTING LABORATORY	\$296.00
037856	MONTANA DAKOTA UTILITIES	\$2,106.85
037857	NDACO RESOURCES GROUP	\$2,305.01
037858	NORTH DAKOTA AMERICAN	\$0.00
037859	NORTHERN TROPHY & PROMOT	\$576.35
037860	PLAISTED COMPANIES INC	\$1,742.44
037861	PLUNKETTS PEST CONTROL	\$151.42
037862	PUSH PEDAL PULL	\$102.40
037863	RAILWAY CREDIT UNION	\$30.00
037864	RICH ZITTLEMAN	\$30.00
037865	ROTO ROOTER SEWER	\$100.00
037866	SHEILA KRAFT	\$12.98
037867	SHONNA GOLDMANN	\$20.00
037868	SIGNS BY JAN	\$25.00
037869	SUPERIOR WALL SYSTEMS	\$4,041.00
037870	VANCO SERVICES, LLC	\$21.40
037871	VERMONT SYSTEMS INC	\$1,536.00
037872	WASTE MANAGEMENT OF ND	\$853.40
037873	CITY OF MANDAN	\$0.00
037874	CITY OF MANDAN	\$215.00
037875	FLEX ONE	\$348.70
037876	COMPANION LIFE INSURANCE	\$51.24
037877	WASHINGTON NATIONAL INS	\$14.60
037878	CLEARLY BUILDING CORP	\$5,706.00
037879	BUTLER MACHINERY CO.	\$17,000.00
037880	RICH CARRIER	\$100.00
037881	ALEXIS CAYA	\$30.00
037882	MARK CAYA	\$30.00
037883	DAKOTA SCREEN ARTS INC	\$521.50
037884	ELECTRO WATCHMAN INC	\$483.05
037885	RAY ERETH	\$30.00
037886	WAYNE FRENZEL	\$30.00
037887	KEVIN GILCHRIST	\$30.00
037888	GREAT PLAINS SECURITY	\$65.00

037889	TYLER HARTMAN	\$100.00
037890	GARY HIMMELSPACH	\$30.00
037891	ALICE HUSCHKA	\$30.00
037892	INFORMATION TECHNOLOGY	\$7.40
037893	KIRBY JOHNSON	\$30.00
037894	LENORE KELLER	\$30.00
037895	KEVIN KERR	\$30.00
037896	LILLIS ELECTRIC INC	\$193.80
037897	MAHLUM GOODHART, INC	\$8,850.00
037898	MANDAN PROGRESS ORG.	\$700.00
037899	MANDAN PUBLIC SCHOOLS	\$325.00
037900	MIDCONTINENT BUSINESS	\$753.43
037901	MONTANA DAKOTA UTILITIES	\$7,576.48
037902	MOR-GRAN-SOU	\$176.16
037903	JUDY MOSSET	\$30.00
037904	MTI DISTRIBUTING INC	\$14.44
037905	MTM RECOGNITION CORP	\$154.74
037906	NDACO RESOURCES GROUP INC	\$393.25
037907	BRIAN PAUL	\$100.00
037908	JACKI PETERSON	\$30.00
037909	PITNEY BOWES	\$269.99
037910	PITNEY BOWES	\$123.42
037911	PIZZA RANCH	\$38.94
037912	PRESORT PLUS	\$739.12
037913	R K ELECTRIC	\$3,170.00
037914	GARY SALVESON	\$30.00
037915	BEV SATNAN	\$30.00
037916	TYLER SCHAFFER	\$30.00
037917	CHERYLLYN SCHMIDT	\$30.00
037918	LEE SCHMIDT	\$30.00
037919	SUE SCHNELL	\$30.00
037920	SIGN PRO	\$120.00
037921	STARION FINANCIAL	\$36,050.74
037922	STARION INSURANCE	\$43.00
037923	NORM SWINGLING	\$30.00
037924	VERIZON WIRELESS	\$545.48
037925	CHUCH WEIAND	\$30.00
037926	MIKE ZERR	\$30.00
037927	BROWN AND SAENGER	\$429.48
037928	LINCOLN MUTUAL LIFE	\$149.65
037929	ND PERS	\$13,834.40
037930	FLORA AUSTAD	\$30.00
037931	AGNES BAUER	\$30.00
037932	CITY OF MANDAN	\$853.00
037933	DAKOTA REFRIGERATION	\$2,317.29
037934	DEX MEDIA EAST LLC	\$288.00
037935	DIRK PLUMBING AND HEATING	\$733.62
037936	FERGUSON WATERWORKS	\$912.03
037937	MIKE FLAA	\$30.00
037938	THOMAS AND LISA FROELICH	\$30.00
037939	FUSION INTEGRATED TECHNOLOGY	\$90.00
037940	GREAT PLAINS SECURITY	\$65.00
037941	I GEAR	\$72.00
037942	EMMA JABLONSKI	\$30.00
037943	KELSCH KELSCH RUFF & KRAN	\$402.50
037944	CHRIS KINCAID	\$100.00

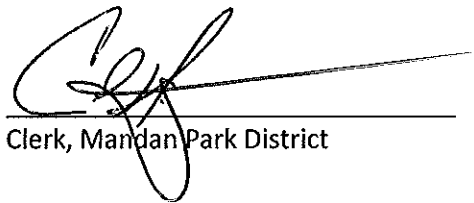
037945	ETHAN KOPP	\$30.00
037946	LIBERTY BUSINESS SYSTEMS	\$591.24
037947	MONTANA DAKOTA UTILITES	\$2,254.27
037948	JACKIE MONZELOWSKY	\$30.00
037949	NDACO RESOURCES GROUP	\$13.58
037950	CLEM NELSON	\$100.00
037951	BRAD OLSON	\$410.15
037952	BRIAN PAUL	\$30.00
037953	CHERYLLYN SCHMIDT	\$30.00
037954	ZACH SCOTT	\$30.00
037955	KIM WANNER	\$30.00
037956	WASTE MANAGEMENT OF ND	\$20.24
037957	BILL WEIAND	\$30.00
037966	BRANDON WILKINS	\$77.83

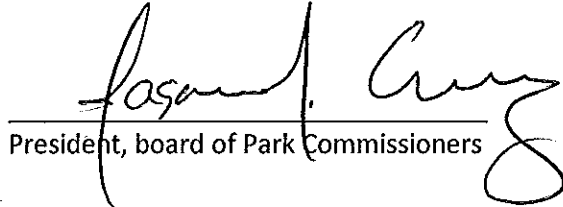
US BANK	7,451.83
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Payroll	December 7, 2012	\$40,541.89
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Payroll	December 21, 2012	\$40,286.48
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A motion to adjourn at approximately 6:50PM CDT by Commissioner Keller, seconded by Commissioner Knoll, motion passes.


 Clerk, Mandan Park District


 President, board of Park Commissioners