

Mandan Park District
Board Meeting Minutes
December 14, 2020

The Board of Park Commissioners duly met in special session on Monday, December 14, 2020 at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, Vice President Jason Arenz, Commissioners Chad Hatzenbuhler, Jen Froehlich and Miles Mehlhoff.

Park District Staff present: Cole Higlin, Teri Welch, Dave Frueh, Dustin Fleck, Kelly Churchill, and Brad Olson.

Legal Council: Arlen Ruff

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

Public Communication: No one appeared.

Minutes: Motion by Vice President Arenz and seconded by Commissioner Hatzenbuhler to approve the November 9, 2020 regular meeting. Motion passes 5-0.

Item #1 Golf Operations Manager Olson presented 2021-2024 golf cart bid summary. We received bids from three vendors and the low bid was Versatile Vehicles EZ-Go golf carts in the amount of \$59,310 annual lease or \$237,240 for a four year lease. We specified that we wanted 90 golf carts, 5 utility carts, and 3 beverage carts compared to the previous lease we only had 80 carts at a higher annual lease. Motion by Commissioner Froelich and seconded by Commissioner Hatzenbuhler to award the four-year cart lease to Versatile Vehicles for \$59,310 annually. Motion passes 5-0.

Director Higlin presented the 2021 equipment bid items that we only received two bids from vendors. MTI Distributing is the low bidder with a bid of \$188,356 for two greens mowers with attachments per bid specs, one 100" greens mower, and a dedicated sprayer. Since the total price was well below budgeted dollars, golf has requested to purchase an additional set of reels and Sports Complex would like to add a reel/hose attachment to the sprayer. Total purchase price including add on is \$196,856. Motion by Vice President Arenz and seconded by Commissioner Hatzenbuhler to award bids to MTI Distributing for \$188,356 and to approve adding the additional reel/hose attachment. Motion passes 5-0.

Item #2: Accounting Manager Welch presented an additional dental option for employees that would be at the expense of the employees. We currently offer AFLAC, but Total Dental Administrators offers better insurance options for full time employees. Motion by Commissioner Mehlhoff and seconded by Commissioner Froehlich to approve offering Total Dental Administrators insurance to full time employees. Motion passes 5-0.

Item #3: Golf Operations Manager Olson presented the 2021 golf rates.

2021 Season Tickets

Prairie West

Family	\$1,650	
Adult	\$745	
Student +21	\$210	
Senior 65+	\$600	
Husband/Wife	\$1,390	
Corporate		*
Cart Rental	\$625	

Mandan Municipal

Family	\$1,050	
Adult	\$550	
Student +21	\$175	
Senior +65	\$450	
Husband/Wife	\$900	
Corporate		*

Combo Pass

Family	\$1,750
Adult	\$800
Student +21	\$275
Senior 65+	\$650
Husband/Wife	\$1,440
Corporate	*

Daily Fees**Prairie West**

Green Fee 9	\$25
Green Fee 18	\$35
Senior 65+	\$20/27
Student +21	\$12/15
Cart 9	\$10
Cart 18	\$20
Practice	\$6/10

Mandan Municipal

Green Fee 9	\$19
Green Fee 18	\$25
Senior 65+	\$17/23
Student +21	\$8/10
Cart 9	\$10
Cart 18	\$20

2021 Corporate Golf Pass

Requirements:

- Corporate Passes are available only to legitimate business organizations which will be required to submit a Corporate Pass Application and be approved by the Mandan Park District's Golf Staff
- Potential Pass holder must have current ND Tax ID
- Appropriate documentation must be provided and the Annual Fee must be paid by a company check or company credit card
- The Annual Corporate Fee is nonrefundable
- All Corporate Passes are annual passes based on one calendar year during which the golf season starts and ends. These are subject to renewal by the Mandan Park District. Season tickets must be used in the same golf year. There is no carry-over of any unused daily passes.
- Prices and terms of Membership are subject to change seasonally.
- Individuals utilizing Corporate Pass must present the Corporate Daily pass the day of play.
- For Corporate Pass holders wishing to utilize more Corporate Daily Passes must purchase another Corporate Pass.

Corporate Pass Benefits:

- Corporate Pass holders are entitled to golf at either the Prairie West Golf Club or the Mandan Municipal Golf Course, subject to course and tee time availability within the golf season of Corporate Pass purchase.
- Corporate Pass holders must pay standard golf cart rental fees.

Corporate Pass Price Structure:

1. There will be 150 daily passes issued to the Corporate Membership.
2. The daily passes can be used at any time for daily golf. This excludes events or other specials during the season.
3. Price will be \$4,500.

Motion by Commissioner Hatzenbuler and seconded by Commissioner Mehlhoff to approve 2021 golf rates and corporate pass language as presented. Motion passes 5-0.

Item # 4: Recreation and & Facilities Manager Frueh presented the 2021 Mandan Hockey Club facility use agreement. There are no changes to the pricings or facility access. Motion by Commissioner Froehlich and seconded by Vice President Arenz to approve the 2021 Mandan Hockey Club facility use agreement. Motion passes 5-0.

Item # 5: Director Higlin requested approval to hire ICON Architects complete a Dacotah Centennial Park Master Plan Study. The study would include a facility assessment on the current buildings and site components, master planning concepts to include a permanent rodeo arena, and a 3-D rendering of the final design. ICON will meet with groups to facilitate a needs assessment and include cost estimates to complete the study. Motion by Vice President Arenz seconded by Commissioner Hatzenbuhler to participate in the study by contributing 50% towards the cost of the study. Motion passes 5-0.

Authorization of payment of the monthly bills. Motion was made by Vice President Arenz and seconded by Commissioner Froehlich, Motion passes 5-0.

**MANDAN PARK DISTRICT
*Check Summary Register**

December 2020

Name	Check Date	Check Amt	
11000 STARION FINANCIAL			
Paid Chk# 043469	A-1 HEATING & AIR ND	12/15/2020	\$1,163.75 A/C REPAIR SOCCER COMPLEX
Paid Chk# 043470	ALYEA, CODY	12/15/2020	\$24.37 NOV 2020 CELL PHONE REIMBURSEM
Paid Chk# 043471	AMERICAN RESURFACING INC.	12/15/2020	\$6,340.00 CONCRETE WORK - SOFTBALL FIELD
Paid Chk# 043472	BANYON DATA SYSTEMS INC	12/15/2020	\$2,185.00 ANNUAL SUPPORT FOR ACCOUNTING
Paid Chk# 043473	BARTH, DALE	12/15/2020	\$65.40 OCT/ NOV 2020 CELL PHONE REIMB
Paid Chk# 043474	BROCK WHITE CO. LLC	12/15/2020	\$11,613.00 TRAIL TAR
Paid Chk# 043475	BURIAN & ASSOCIATES LLC	12/15/2020	\$4,127.50 IRRIGATION SYSTEM STUDY-PARKS
Paid Chk# 043476	CAPITAL TROPHY INC	12/15/2020	\$374.93 CLOCKS NEW LOGO-MARKETING
Paid Chk# 043477	CENTRAL MECHANICAL IN	12/15/2020	\$8,179.21 BOILER REPAIRS SSC (INSURANCE
Paid Chk# 043478	CHURCHILL, KELLY	12/15/2020	\$38.62 NOV 2020 CELL PHONE REIMBURSEM
Paid Chk# 043479	DAKOTA PROMOTIONS	12/15/2020	\$142.75 W2&1099 FORMS ADMIN
Paid Chk# 043480	DAKOTA STAR GYMNASTICS	12/15/2020	\$468.93 REIMBURSE NOV. HEALTH INS PREM
Paid Chk# 043481	DIRK PLUMBING & HEATING INC	12/15/2020	\$197.50 REPAIR HOT WATER HEATER ASA
Paid Chk# 043482	DOBIER, DAVID	12/15/2020	\$440.00 JAN-NOV 2020 CELL PHONE REMIBU
Paid Chk# 043483	FERGUSON WATERWORKS	12/15/2020	\$2,499.00 IRRIGATION COMPUTER & SOFTWARE
Paid Chk# 043484	FIRESIDE OFFICE SOLUTIONS	12/15/2020	\$376.00 PAPERVISION ANNUAL MAINTENANCE
Paid Chk# 043485	FRUEH, DAVE	12/15/2020	\$82.80 NOV MILEAGE REIMBURSEMENT-REC
Paid Chk# 043486	GREAT PLAINS SECURITY	12/15/2020	\$240.00 MONITORING SECURITY SYSTEM PW
Paid Chk# 043487	INNOVATIVE OFFICE	12/15/2020	\$68.18 CALENDAR/PAPER-ADMIN
Paid Chk# 043488	JOHS, CASEY	12/15/2020	\$29.90 NOV 2020 MILEAGE REIMBURSEMENT
Paid Chk# 043489	MANDAN PROGRESS	12/15/2020	\$1,040.00 FTE CHRISTMAS GIFT-MANDAN BUCK
Paid Chk# 043490	MANN SIGNS INC	12/15/2020	\$15,112.50 REPLACE SIGNS WITH LOGO REBRAN
Paid Chk# 043491	MONTANA DAKOTA UTILITIES	12/15/2020	\$14,309.30 PARK OPERATION UPGRADE-PARK SH
Paid Chk# 043492	MORRELLS WELDING INC	12/15/2020	\$3,223.02 DUMP TRUCK BOX REPAIR-PARKS
Paid Chk# 043493	MVI	12/15/2020	\$161.00 IRRIGATION REPAIR-MM
Paid Chk# 043494	NDRPA	12/15/2020	\$1,100.00 NDRPA DUES 2021-ADMIN
Paid Chk# 043495	NEUBERGER, TERRY	12/15/2020	\$400.00 NOVEMBER 2020 OFFICE CLEANING-
Paid Chk# 043496	NORTHERN TROPHY &	12/15/2020	\$401.65 KICKBALL SHIRTS
Paid Chk# 043497	NRG TECHNOLOGY SERVICES	12/15/2020	\$2,248.48 JANUARY I.T. SERVICE-ADMIN
Paid Chk# 043498	PLAISTED COMPANIES INC	12/15/2020	\$5,720.67 TOPDRESSING SAND-PW
Paid Chk# 043499	RED RIVER REFRIGERATION	12/15/2020	\$167.50 DRAIN COMPRESSOR OIL POT-SSC
Paid Chk# 043500	ROTO ROOTER SEWER & DRAIN	12/15/2020	\$175.00 CLEAN DRAIN SHOP
Paid Chk# 043501	SAMMONS, CASEY	12/15/2020	\$45.00 OCT/NOV 2020 CELL PHONE REIMBU
Paid Chk# 043502	SAND CREEK CORPORATION	12/15/2020	\$89,713.00 FARIS FIELD DEMOLITION
Paid Chk# 043503	NICOLE SCHERR	12/15/2020	\$95.75 NOV 2020 CELL PHONE REIMBURSEM
Paid Chk# 043504	SCHLOSSER EXCAVATING INC.	12/15/2020	\$3,842.55 REPAIR WATER PIPE DCP
Paid Chk# 043505	SPIFFY BIFFS	12/15/2020	\$325.50 PORTABLE RESTROOM-DOG PARK
Paid Chk# 043506	STEINS INC	12/15/2020	\$1,607.53 CWT-30 FOR CONDENSOR UNIT-SSC
Paid Chk# 043507	TUBE PRO INC	12/15/2020	\$3,577.50 90 SINGLE, 60 DOUBLE TUBES RR
Paid Chk# 043508	WARRENS LOCKS AND KEYS	12/15/2020	\$79.00 BASEMENT DOOR PW
Paid Chk# 043509	WATSON, TYRA	12/15/2020	\$118.81 OCT 2020 CELL PHONE REIMBURSEM
Paid Chk# 043510	WELCH, TERI	12/15/2020	\$51.62 OCT/NOV 2020 CELL PHONE REIMBU
Total Checks			\$182,172.22
US Bank P-cards			\$18,281.21
12/11/20 Payroll			\$56,912.25
12/24/20 Payroll			\$61,838.42

Motion to adjourn the meeting was at approximately 6:00pm. Motion made by Vice President Arenz, seconded by Commissioner Mehlhoff. Motion passes 5-0.

Cole Higlin

[Cole Higlin \(Jan 12, 2021 08:25 CST\)](#)

Cole Higlin
Clerk, Mandan Park District



Wade Meschke
President, Board of Park Commissioner









December 14 2020 minutes

Final Audit Report

2021-01-12

Created:	2021-01-12
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAICIm_uhMx3QzYUemEu82tUuILRNU96V4

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