

Mandan Park District
Board Meeting Minutes
January 9, 2023

The Board of Park Commissioners duly met on Monday, January 9, 2023, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

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

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

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 Commissioner Scott to approve the December 12, 2022, regular meeting minutes. Motion passes 5-0.

Item #1: Director Higlin stated that the board tabled the decision to approve an alcohol vendor for the Mandan Rodeo Days Committee until all Mandan businesses were presented with an opportunity to bid. Chairperson Heather Jacobsen Bauer for the Mandan Rodeo Days Committee stated that she reached out via email and telephone all 21 businesses that have a Class A and Class # approved liquor license. All business shared their concerns of staffing two locations during the 4th of July and declined to submit a proposal. The recommendation is to award the Funatix Events to provide alcohol sales at the Mandan Rodeo on July 2-4, 2023, contingent on obtaining proper licensing from the City of Mandan. Motion passes 5-0.

Item # 2: Director Higlin stated that the Dacotah Centennial Park Advisory Committee received a request for a new remote-control (RC) track and the BMSCA to construct a go cart track. We currently have a RC track in Nicola's Park that was constructed by volunteers five years ago and having nitro type RC cars would be a nuisance in a residential area. Andrew Lillejord presented a power point presentation of the proposed use of a RC Track and compared it to surrounding track in ND and SD. The RC track would hold 2-3 races a month from April to September and would stay away from stock race events. Discussion from the board centered around the sound of the remote-control cars and how it would impact surrounding facilities specifically soccer. Commissioner Mehlhoff asked Director Higlin if we have too many events taking place the Dacotah Centennial Park today. Director Higlin stated that soccer would like to expand to the west on the youth soccer fields and BMSCA parking needs continue to grow as events get larger. BMSCA was scheduled to attend and communication with the BMSCA resulted in no response for them to present a go cart track to the same site at the RC track. President Meschke stated that we need to look at moving the proposed track to the north to minimize any disruptions for parking needs. Motion by Commissioner Mehlhoff and seconded by Commissioner Mudder to approve a RC track contingent on the RC Club forming a nonprofit entity and developing a maintenance agreement with the Park District. Motion passes 5-0. President Meschke recommended to regroup with BMSCA and determine the next steps and present it later for approval.

Item 3: Kelly Thomas; Foundation Manager presented a memorandum of understanding (MOU) between the foundation and the park district. The purpose of the MOU is to identify the roles and expenses that the park district will provide to the foundation and clarify reimbursement of fund transfers and capital projects. The foundation board approved the MOU as presented. Motion by Commissioner Scott and seconded by Commissioner Mehlhoff to approve the MOU as presented. President Meschke requested that we receive a monthly financial report of the foundation activities. Commissioner Scott asked that we communicate the Amazon "smile" that contributes to the Park District foundation.

Item 4: Teri Welch; Accounting Manager requested approval to transfer of 2022 capital improvement dollars to the 2023 budget due to projects that were not completed or delivered. Mowers in golf and park operations, FF&E items for the new Park Operations building, soccer well, and community garden water connection. Motion by Commissioner Scott and seconded by Commissioner Froehlich to transfer \$201,347 from the 2022 capital improvement budget to the 2023 capital improvement budget. Motion passes 5-0.

Item 5: Director Higlin stated that the Park Board approved applying for two multipurpose trail grants in June 2022. We were awarded \$416,384 for 2024 ND Highway 6 trail from 19th Street SW to Heart River Bridge and in 2025 we were awarded \$365,452 for a mill and overlay of Old Red Trail phase 1 from Sunset Drive west to 30th Ave NW. Director Higlin requested approval to special assess the local 20% match and engineering fees. Motion by Commissioner Froehlich and seconded by Commissioner Scott to approve special assessing the local 20% and engineering fees back to the Park District. Motion passes 5-0.

Commissioner/Staff Reports: Accounting Manager Welch updated the board on investment of certificate of depositories of which the board approved \$2.5 million last month at staff's best discretion. Starion Bank was awarded \$1 million at 4.3% for one year and \$1 million at 4.2% for six months. Bravera Bank was awarded \$500,000 for six months at 4.2%. Foundation and Marketing Manager Thomas reminded the board that matching grant requests are being accepted for January and all information is located on our website. Commissioner Mudder wanted to thank Park Operations for snow removal and ice rink upkeep during the winter months.

Motion by Commissioner Mehlhoff and seconded by Commissioner Scott to approve monthly bills as presented. Motion passes 5-0.

*Check Summary Register

44677	ADVANCED BUSINESS METHOD	1/10/2023	\$3,106.05	Copier Annual Maintenance Fee - Admin
44678	ADVANCED ENGINEERING AND	1/10/2023	\$9,221.63	Boat Ramp Study & Report
44679	ALYEA, CODY	1/10/2023	\$24.43	Dec Cell Phone Reimbursement - Parks
44680	AVI SYSTEMS	1/10/2023	\$3,338.64	MTC - Security System
44681	BARTH, DALE	1/10/2023	\$24.88	Nov Cell Phone Reimbursement - Parks
44682	BENNIGANS MANDAN	1/10/2023	\$879.75	Mandan Tennis Center Grand Opening Food
44683	BERGSTROM ELECTRIC INC	1/10/2023	\$4,270.50	RR Interior Reno - Electrical pay app #1
44684	BOBCAT OF MANDAN INC	1/10/2023	\$125.00	Swap Tires - Parks
44685	BOWERS EXCAVATING, LLC	1/10/2023	\$19,500.00	Community Gardens - Water Line Install
44686	BSN SPORTS	1/10/2023	\$509.32	Youth Baseball Catching Gear
44687	BURIAN & ASSOCIATES LLC	1/10/2023	\$1,476.25	Irrigation Phase 2 Permit Application
44688	CENTRAL MECHANICAL INC	1/10/2023	\$8,120.49	Boiler Work - SSC
44689	CITY OF MANDAN	1/10/2023	\$5,028.30	2023 Collaborative Communit Calendar-
44690	COLE PAPERS INC	1/10/2023	\$930.40	Cordless Vac & Bags - MTC
44691	COLLIERS SECURITIES LLC	1/10/2023	\$300.00	Continuing Disclosure Services- Admin
44692	DIRK PLUMBING & HEATING INC	1/10/2023	\$7,650.00	RR Interior Reno - Plumbing pay app #2
44693	DOBIER, DAVID	1/10/2023	\$600.00	Jan-Dec Cell phone Reimbursement - SSC
44694	ELECTRO WATCHMAN INC	1/10/2023	\$180.00	Annual Fire Inspection - ASA 2023
44695	FARSTAD OIL INC	1/10/2023	\$326.69	Propane - SSC
44696	DUSTIN FLECK	1/10/2023	\$850.00	Reimbursement for 8' Snow Pusher
44697	FRUEH, DAVE	1/10/2023	\$112.50	Dec Mileage Reimbursement - Rec
44698	I GEAR	1/10/2023	\$384.49	Tennis ball mints for MTC Grand Opening
44699	INNOVATIVE OFFICE	1/10/2023	\$265.92	Legal pads - Admin
44700	JOHS, CASEY	1/10/2023	\$45.00	Dec Mileage Reimbursement - Rec
44701	KK BOLD	1/10/2023	\$152.50	Mandan Parks and Rec Website Upgrades -
44702	MANN SIGNS INC	1/10/2023	\$960.00	Add'l sponsor signs - MTC
44703	MonDak Restoration & Abatement	1/10/2023	\$3,850.00	Asbestos Abatement - McClelland house
44704	NDRPA	1/10/2023	\$1,150.00	2023 - NDRPA Membership
44705	NORTHERN TROPHY &	1/10/2023	\$3,095.28	Staff Shirts, laptop bags - Admin
44706	NORTHWEST CONTRACTING	1/10/2023	\$312,469.14	Contractor pay app #5 - MTC
44707	NRG TECHNOLOGY SERVICES	1/10/2023	\$4,624.08	Jan I.T. Services -Admin
44708	RED RIVER REFRIGERATION	1/10/2023	\$675.00	Suction Fault Alarm - SSC
44709	S & S TRANSMISSION	1/10/2023	\$4,318.00	Transmission Replacement for Ford Truck -PW
44710	NICOLE SCHERR	1/10/2023	\$40.00	Dec mileage reimb - MAC
44711	STEINS INC	1/10/2023	\$700.98	Water Treatment Chemicals - SSC
44712	THOMAS, KELLY	1/10/2023	\$50.00	Dec Cell Phone Reimbursement - Admin
44713	VERMONT SYSTEMS INC	1/10/2023	\$8,672.33	VSI Recreation Software Annual Fees - Admin
44714	VOGEL, JODI	1/10/2023	\$600.00	December Office Cleaning -Admin
44715	WESTERENG, JOHN	1/10/2023	\$80.00	Oct Cell Phone Reimbursement - MM
	Total Checks		\$408,707.55	

US Bank P-cards	\$19,588.89
01/06/23 Payroll	\$86,316.73
01/20/23 Payroll	\$83,446.96

Motion to adjourn the meeting was at approximately 6:30pm. Motion made by Commissioner Mehlhoff and seconded by Commissioner Scott; Motion passes 5-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke










January 9 2023 minutes

Final Audit Report

2023-02-21

Created:	2023-02-17
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMNZaCEh6hs8sRniP_M_o8U5DaT6aNawh

"January 9 2023 minutes" History

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-  Document e-signed by Wade Meschke (wade.meschke@msd1.org)
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