

Mandan Park District
Board Meeting Minutes
October 11, 2021

The Board of Park Commissioners duly met in special session on Monday, October 11, 2021, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

Park Commissioners: President Wade Meschke, Commissioners Chad Hatzenbuhler and Jen Froehlich.

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

Legal Council: Arlen Ruff

Absent: VP Jason Arenz and Commissioner Miles Mehlhoff

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 Hatzenbuhler to approve the September 13, 2021 regular meeting minutes. Motion passes 3-0.

Item #1 Steve Burian from Burian & Associates presented an overview of the phase 1 and cost estimates to complete the project this fall. Phase 1 includes connection to city water to irrigate the north/south softball complexes and the youth baseball complex. Park Commissioners approved at July 29, 2021 meeting to make the connection to city water as a secondary water source, we were required to move portions of Phase 2 into Phase 1 to make all the connections seamlessly. The cost for Phase 1 from Bowers Excavating is \$170,994 and total cost of the project including engineering fees and a ten percent contingency is \$257,566.40. Motion by Commissioner Froehlich and seconded by Commissioner Hatzenbuhler to approve Bowers Excavating for Phase 1 in the amount of \$170,994 and a total project cost of \$257,566.40. Motion passes 3-0.

Director Higlin recommends to bid break phase 2 into two separate bid packages to save time before approval of Corp of Engineers permit approval. Director Higlin recommends directing Burian & Associates to bid Phase 2a from pump house at Legion Park to the valve vault constructed in phase 1. This will allow us to hold bids in March for 30 days pending approval of the permit from the Corp of Engineers. Then we would bid phase 2b for the construction under the levee once the permit is secured. Motion by Commissioner Hatzenbuhler and seconded by Commissioner Froehlich to proceed with phase 2 breaking the project into two separate bid packages contingent on securing Corp of Engineers permit to cross the levee. Motion passes 3-0.

Item # 2: Director Higlin requested approval to transfer \$250,000 to the Joint Powers Agreement Fund held by Mandan Public Schools for the purchase of land east of the Starion Sports Complex. The School District agreed to transfer \$250,000 to the fund and will redirect \$1,000,000 to the Park District for purchase of the land east of the Sports Complex. Motion by Commissioner Hatzenbuhler and seconded by Commissioner Froehlich to transfer \$250,000 from the **general fund to the joint power's agreement fund dedicated for** the purchase of 11.44 acres from the Mandan 94 Groups and construct a parking lot for the Sports Complex and indoor tennis facility. Motion passes 3-0.

Item #3: Director Higlin presented for approval accepting the donation of \$750,000 from Dale Pahlke and Dakota Community Bank for the construction of a permanent rodeo arena. In addition, we have secured \$1 million from the Visitors Fund to be used to match Mr. Pahlke's funds for a permanent arena and ADA upgrades to the existing facility along with addressing LED lighting upgrades. President Meschke recommended a contract between Mandan Rodeo Committee and the Park District if pledges fell short of making the principal and interest payment. The Mandan Rodeo Committee would be responsible for any shortfall of funds to make the debt payments if pledges are not collected.

Motion by Commissioner Hatzenbuhler and seconded by Commissioner Froehlich to approve accepting the \$750,000 from Dale Pahlke/Dakota Community Bank and \$1 million from the Visitors Fund of which \$750,000 is directed to the arena and \$250,000 is used at DCP for ADA upgrades, parking lot lights, concrete under the bleachers, and LED lighting contingent that there is an agreement between Mandan Rodeo Committee and the Park District holding the Mandan Rodeo Committee responsible if there is a shortfall in pledges to make the debt service payment. Motion passes 3-0.

Motion by Commissioner Hatzenbuhler and seconded by Commissioner Froehlich to approve staff to solicit loan rates to finance the rodeo project. Motion passes 3-0.

Motion by Commissioner Hatzenbuhler and seconded by Commissioner Froehlich to award a contract to ICON architectural firm in the amount of \$96,500 to design and bid the rodeo arena and DCP improvements. Motion passes 3-0.

Item #4: Park Superintendent Fleck requested approval of 2022 equipment bids in the amount of \$158,043. MTI Distributing was the only vendor that submitted a bid. Motion by Commissioner Hatzenbuhler and seconded by Commissioner Froehlich to award bids to MTI Distributing in the amount of \$158,043 for the purchase of a Toro GM 4700D, Toro GM 4710 D and trade in Toro 4110. Motion passes 3-0.

Motion by Commissioner Froehlich and seconded by Commissioner Hatzenbuhler to approve the monthly bills. Motion passes 3-0.

MANDAN PARK DISTRICT
*Check Summary Register

11000 STARION FINANCIAL

43929	ALYEA, CODY	10/12/2021	\$24.48	SEPT CELL PHONE REIMBURSEMENT-
43930	AVI SYSTEMS	10/12/2021	\$609.00	ANNUAL ALARM MONITORING - SSC
43931	BANYON DATA SYSTEMS INC	10/12/2021	\$1,190.00	BATCH IMPORT ACCTG SOFTWARE
43932	BARTH, DALE	10/12/2021	\$34.54	AUG CELL PHONE REIMBURSEMENT-PARKS
43933	BIG HILL SERVICES LTD	10/12/2021	\$96,084.77	LASER ACTUATOR FOR OLYMPIA SSC
43934	BISMARCK MANDAN SECURITY	10/12/2021	\$100.44	AUGUST PATROL SERVICES-PARKS
43935	BISMARCK TITLE COMPANY	10/12/2021	\$0.00	Reissued as Check #43972
43936	BSN SPORTS	10/12/2021	\$769.00	SWEATSHIRTS SSC
43937	C & H GLASS COMPANY	10/12/2021	\$2,491.00	INSTALL NEW WINDOW RR CONCESSIONS
43938	CITY OF MANDAN	10/12/2021	\$2,979.98	FUEL - RR
43939	CS DOORS INC	10/12/2021	\$102.87	ADJUSTED OPENER SSC
43940	DAKOTA STAR GYMNASTICS	10/12/2021	\$478.64	REIMBURSE AMANDA'S SEPT HEALTH INS
43941	EHLEY, SKYLAR	10/12/2021	\$35.00	REFUND EAGLES PARK SHELTER 1 RENTAL
43942	ELECTRIC SYSTEMS INC	10/12/2021	\$135.00	REPAIR OUTSIDE PANEL LEGION PARK
43943	FETZER ELECTRIC	10/12/2021	\$297.80	DOUBLE POLE LINE VOLT THERMOSTAT
43944	FIRESIDE OFFICE SOLUTIONS	10/12/2021	\$495.00	MOVE PAPER VISION SOFTWARE TO NEW
43945	FRUEH, DAVE	10/12/2021	\$73.92	SEPT MILEAGE REIMBURSEMENT-REC
43946	GRONDAHL RECREATION	10/12/2021	\$934.00	FEDERAL HORN KIT SSC
43947	INNOVATIVE OFFICE	10/12/2021	\$77.13	ENVELOPES/CALENDAR-ADMIN
43948	JOHS, CASEY	10/12/2021	\$434.37	SEPT MILEAGE REIMBURSEMENT-REC
43949	MANDAN BASEBALL CLUB	10/12/2021	\$66,757.15	MEM BALLPARK PLEDGES COLLECTED ON
43950	MANDAN KIWANIS	10/12/2021	\$355.00	ANNUAL MEMBERSHIP DUES
43951	MANDAN PUBLIC SCHOOLS	10/12/2021	\$250,000.00	CONTRIBUTION TO JOINT FACILITIES FUND
43952	MORTON COUNTY	10/12/2021	\$665.20	COST SHARE OF MAILING 2021
43953	ND SECRETARY OF STATE	10/12/2021	\$36.00	NOTARY FILING FEE-ADMIN
43954	NDRPA	10/12/2021	\$460.00	2021 CPSI COURSE-DUSTIN, CASEY, DALE,
43955	NEUBERGER, TERRY	10/12/2021	\$400.00	SEPT OFFICE CLEANING
43956	NORTHERN TROPHY &	10/12/2021	\$1,015.00	RAGING RIVERS HOODIES
43957	NOVA FIRE PROTECTION INC	10/12/2021	\$720.00	ANUUAL SPRINKLER INSPECTION ASA
43958	NRG TECHNOLOGY SERVICES	10/12/2021	\$6,692.87	DAVE/TERI LAPTOPS AND DESKTOP FOR
43959	OTIS ELEVATOR COMPANY	10/12/2021	\$2,094.96	ELEVATOR SERVICE CONTRACT SSC
43960	PIONEER MANUFACTURING CO	10/12/2021	\$523.60	STRIPING PAINT PARKS
43961	PITNEY BOWES RESERVE	10/12/2021	\$500.00	ADD POSTAGE TO POSTAGE METER
43962	RED RIVER REFRIGERATION	10/12/2021	\$1,459.00	REPLACE OIL FILTER IN COMPRESSORS
43963	RENNERS LAWN SPRINKLING	10/12/2021	\$85.00	LOCATE WIRE ON SOCCER FIELD
43964	NICOLE SCHERR	10/12/2021	\$115.60	SEPT MILEAGE REIMBURSEMENT-MAC
43965	SP&E	10/12/2021	\$2,320.00	ANNUAL SERVICE ON GYM EQUIPMENT ASA
43966	SPIFFY BIFFS	10/12/2021	\$680.00	KAUTZMAN PARK PORTABLE TOILET
43967	STARION BOND SERVICES	10/12/2021	\$2,368.44	\$1M GEN OBLIGATION SPECIAL
43968	STEINS INC	10/12/2021	\$2,326.11	CAN LINERS/CLEANERS SSC
43969	THOMAS, KELLY	10/12/2021	\$50.00	SEPT CELL PHONE REIMBURSEMENT-
43970	WATERLOO TENT & TARP	10/12/2021	\$2,230.00	TWO POST HIP FRAME DEPOSIT-RR
43971	WESTERENG, JOHN	10/12/2021	\$38.78	AUG CELL PHONE REIMBURSEMENT-MM
43972	BISMARCK TITLE COMPANY	10/12/2021	\$10,000.00	Was Ck#43935

Total Checks \$459,239.65

US Bank \$34,831.50

10/01/21 Payroll \$77,575.54

10/15/21 Payroll \$76,505.17

10/29/21 Payroll \$71,937.37

Motion to adjourn the meeting was at approximately 6:22pm. Motion made by Commissioner Hatzenbuhler and seconded by Commissioner Froehlich; Motion passes 3-0.

Cole Higlin

[Cole Higlin \(Nov 9, 2021 09:20 CST\)](#)

Cole Higlin
Clerk, Mandan Park District



Wade Meschke
President, Board of Park Commissioner

October 11 2021 minutesn

Final Audit Report

2021-11-09

Created:	2021-11-09
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7WT5MNo7QLWaJ2Lyyy-1MCVII-xqmrlI

"October 11 2021 minutesn" History

-  Document created by Kelly Churchill (kchurchill@mandanparks.com)
2021-11-09 - 2:10:16 PM GMT- IP address: 96.3.192.114
-  Document emailed to Cole Higlin (chiglin@mandanparks.com) for signature
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Signature Date: 2021-11-09 - 5:06:34 PM GMT - Time Source: server- IP address: 165.234.101.98
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