

Mandan Park District
Board Meeting Minutes
September 9, 2019

The Board of Park Commissioners duly met in regular session on Monday, September 9, 2019 at Ed "Bosch" Froehlich Meeting Room, City Hall.

Attendees:

Park Commissioners: President Wade Meschke, Vice President Arenz, Wanda Knoll and Miles Mehlhoff. Commissioner Hatzenbuhler was absent

Park District Staff present: Director Cole Higlin, Park Superintendent Dustin Fleck, and Accounting Manager Teri Welch

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

Public Communication: No one appeared.

Minutes: Motion by Commissioner Knoll and seconded by Commissioner Mehlhoff to approve the August 12, 2019 regular meeting minutes and the August 27, 2019 special meeting minutes. Motion passes 4-0.

Unfinished Business:

Item # 1: Park Superintendent Fleck updated the board on the first HA Kautzman Design Committee meeting. The goal is to have a final design and cost to the Park Commissioners by November 2019 and to approve in December 2019. The first meeting was to prioritize the needs which include playground equipment, combined bb and tennis court, single track mountain bike trail, and access for sledding while maintaining a \$300,000 budget. The next meeting is scheduled for October 2, 2019.

Item # 2: Director Higlin stated we still have not closed out the Memorial Ballpark construction project due to AstroTurf. We are holding back \$130,000 payment to AstroTurf until we receive the remaining 32 inserts, 3 rolls of the extra turf, and addressing the warranty paperwork. Director Higlin stated that we have an eight year warranty that started in June 2019, but have not received the proper paper work. The Mandan Baseball Club added netting along the foul territory which be installed later this fall. In addition air conditioning units were installed in both lower level buildings. These items are not part of our current contract.

New Business:

Item # 1: Director Higlin presented the 2020-2022 Mandan Baseball Club (MBC) agreement and rental rates for Memorial Ballpark. Director Higlin stated that there are three items highlighted in yellow for discussion. Director Higlin stated that the Mandan Baseball Club is requesting that we seek approval for any scheduling in Memorial Ballpark for their approval. Director Higlin stated that we will continue to communicate with the MBC about ongoing scheduling without needing their approval for allowing outside groups to use the facility. The Park District will balance wear and tear on the facility along with bringing visitors to our facility. Commissioner Mehlhoff attended the portfolio meetings and has concerns about the MBC vetoing everything we want to bring to the facility. Attorney Ruff stated that we can remove the third highlighted area stating that we do not need their approval for scheduling events in the Park District owned facility. Motion by Commissioner Mehlhoff and seconded by Commissioner Knoll to approve the 2020-2022 MBC agreement while removing the mutual agreement request for facility rentals and approved \$150 an hour and \$350 per game for rental rates. Motion passes 4-0.

Item # 2: Director Higlin presented a proposal from NDDOT for reconstruction of Hwy 1806 in the amount of \$22,396.08. The proposal is for a construction easement and right of way acquisition. Director Higlin recommends approval of the proposal contingent that we secure all three access points perpetuity to the Sports Complex from Old Red Trail/Hwy 1806. Motion by Commissioner Knoll and seconded by Commissioner Mehlhoff. Motion passes 4-0.

Item # 3: Accounting Manager Teri Welch presented a municipal bond agreement with Starion Bond Services. The purpose of the agreement is to update our contact information and to allow our bonding information to be public. Motion by Commissioner Knoll and seconded by Commissioner Arenz to approve the agreement as presented. Motion passes 4-0.

Item # 4: Accounting Manager Teri Welch presented the 2020 final budget hearing information.

	Revenue	Expense
General Fund:	\$ 4,696,300	\$ 4,696,300
Special Assessments	\$ 270,775	\$ 75,000
Mandan Baseball Booster	\$ 113,200	\$ 113,200
Capital Imp. Fund	\$ 453,750	\$ 360,000
Raging Rivers	\$ 710,900	\$ 693,390
RR Improvement Bond	\$ 176,675	\$ 176,675
Vision Fund	\$ 62,500	\$ 0
Total All Funds	\$ 6,484,100	\$ 6,114,565

Mandan Park District total mills for the 2019 budget were 28, and for 2020 it was recommended to go to 29 mills. The board approved decreasing .6 mills in the general fund and increasing 1.6 mills in the special assessment fund. The need to increase the special assessments fund levy is due to significant special assessment projects in the near future. The net effect of the mill value increase is \$11.25/year on a \$250,000 home with no valuation increase.

The tax levy by fund is as follows:

General Fund	\$2,067,204
Park's Share of Special Assessments	\$ 240,373
Capital Improvement Fund	\$ 480,745

Capital Outlay items for 2020:

District Maintenance Dept:

KC Park Playground replacement	\$85,000
Pickup replacement	\$25,000
Sidewalk replacement	\$10,000
Crack seal trails and parking lots	\$15,000

Golf Dept:

Parking lot and sidewalk repairs	\$75,000
Tee Box and Bunker improvements	\$35,000
Range Ball dispenser	\$10,000

Raging Rivers

Cabana/Canopy Replacement	\$20,000
Repair outdoor shower	\$15,000

Motion by Vice President Arenz and Seconded by Commissioner Knoll to approve the 2020 budget and tax levy. Motion passes 4-0.

Authorization of payment of the monthly bills. Motion was made by Vice President Arenz, seconded by Commissioner Knoll. Motion passes 4-0.

MANDAN PARK DISTRICT
***Check Summary Register**
September 2019

Name	Check Date	Check Amt	
11000 STARION FINANCIAL			
Paid Chk# 042662 ABERLE, MIKANE	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042663 ANYTHING WEATHER	9/10/2019	\$3,759.40	ISTRIKE-BASEBALL
Paid Chk# 042664 ASSOCIATED SUPPLY CO INC	9/10/2019	\$430.50	FLOWMETER
Paid Chk# 042665 AVI SYSTEMS	9/10/2019	\$600.00	ANNUAL ALARM SYSTEM MONITORING
Paid Chk# 042666 AYSHFORD JR, WILLIAM	9/10/2019	\$95.88	JUNE MILEAGE-RR
Paid Chk# 042667 BAUER, BROCK	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042668 BINSTOCK, ALEX	9/10/2019	\$250.00	LIFEGUARD REIMB

Paid Chk# 042669	BIS-MAN BASEBALL UMPIRES	9/10/2019	\$200.00	UMPIRE SCHEDULING FEE
Paid Chk# 042670	BOBCAT OF MANDAN INC	9/10/2019	\$40,832.00	TRACTOR & BOX BLADE, DISC BLAD
Paid Chk# 042671	BSN SPORTS	9/10/2019	\$2,864.48	BATTERS BOXES
Paid Chk# 042672	BULLINGER TREE SERVICE	9/10/2019	\$800.00	TREE REMOVAL FOR MM
Paid Chk# 042673	CAPITAL TROPHY INC	9/10/2019	\$367.90	CLOCKS W/PARKS LOGO
Paid Chk# 042674	CARDEN CUSTOM FRAMING	9/10/2019	\$928.28	UPDATED PICS OF THE MEM BALLPA
Paid Chk# 042675	CUSTOM AIRE INC	9/10/2019	\$1,528.00	MEM BALLPARK RENO-PAY AP #6-FI
Paid Chk# 042676	DAKOTA STAR GYMNASTICS	9/10/2019	\$425.33	AUGUST HEALTH INSURANCE REIMB
Paid Chk# 042677	DEAN FOODS NORTH CENTRAL	9/10/2019	\$81.36	MILK SMAC
Paid Chk# 042678	DIRK PLUMBING & HEATING INC	9/10/2019	\$456.73	HOT WATER HEATER REPAIR- ASA
Paid Chk# 042679	DISCOUNT SCHOOL SUPPLY	9/10/2019	\$511.33	MAC SUPPLIES
Paid Chk# 042680	ELECTRIC SYSTEMS INC	9/10/2019	\$1,185.81	MEM BALLPARK RENO PAY AP #6-FI
Paid Chk# 042681	ETSYSTEMS INC	9/10/2019	\$1,041.20	ASA ALARM
Paid Chk# 042682	FERGUSON WATERWORKS	9/10/2019	\$3,601.20	PUMP INSTALLATION-PW
Paid Chk# 042683	FIX, TAYLOR	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042684	FLORES, JUAN	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042685	FRUEH, DAVE	9/10/2019	\$76.50	MILEAGE-REC PROGRAMS
Paid Chk# 042686	GALLS	9/10/2019	\$30.11	BANDAGES-RR
Paid Chk# 042687	GONZALEZ, ALEXA	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042688	HAMILTON, MCKENZIE	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042689	HAWKINS INC	9/10/2019	\$3,168.00	RAGING RIVERS CHEMICALS
Paid Chk# 042690	HERMANSON, WYATT	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042691	INNOVATIVE OFFICE	9/10/2019	\$111.96	PAPER-ADMIN
Paid Chk# 042692	JOHS, CASEY	9/10/2019	\$306.00	MILEAGE-TRACK
Paid Chk# 042693	LEMBCKE, ABBY	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042694	LOCKEN, PAIGE	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042695	MANN SIGNS INC	9/10/2019	\$3,494.00	PLAQUE bsb to reimburse half
Paid Chk# 042696	MASSETH, CARSON	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042697	MEHLHOFF, JUSTYNE	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042698	MISSOURI VALLEY PETROLEUM	9/10/2019	\$53.12	LP FILL-PW
Paid Chk# 042699	NDACO	9/10/2019	\$2,078.67	OCT IT SERVICES
Paid Chk# 042700	NORTHERN TROPHY &	9/10/2019	\$2,280.00	BASKETBALL SHIRTS
Paid Chk# 042701	NOVA FIRE PROTECTION INC	9/10/2019	\$140.00	ANNUAL INSPECTION-ASA
Paid Chk# 042702	PATRICK, ASHLEY	9/10/2019	\$250.00	LIFEGUARD REIMBURSEMENT
Paid Chk# 042703	PLAISTED COMPANIES INC	9/10/2019	\$1,800.65	SAND-PW
Paid Chk# 042704	POPPE, RILEY	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042705	RED RIVER REFRIGERATION	9/10/2019	\$263.62	WATER FLOAT SWITCH-SSC
Paid Chk# 042706	RESSLER, DAWN	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042707	RIVARDS TURF AND FORAGE	9/10/2019	\$973.35	SPRAYER FOAMER-PW
Paid Chk# 042708	NICOLE SCHERR	9/10/2019	\$107.10	MILEAGE-SMAC
Paid Chk# 042709	SCHOCK, GRACE	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042710	SPIFFY BIFFS	9/10/2019	\$476.00	PORT TOILETS-DOG PARK
Paid Chk# 042711	STARION INSURANCE	9/10/2019	\$1,012.00	INSURANCE ADDITIONS
Paid Chk# 042712	STEINS INC	9/10/2019	\$1,312.59	DEODORIZER AND CLEANER-SSC
Paid Chk# 042713	STOTZ, RYLEE	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042714	STRAABE, KAIDEN	9/10/2019	\$12.62	PAID FOR INVOICE FERGUSTON WAT
Paid Chk# 042715	TWEEDY, KAYLEE	9/10/2019	\$250.00	LIFEGUARD REIMB
Paid Chk# 042716	US FOOD SERVICES INC	9/10/2019	\$63.46	RR FOOD SERVICES
Paid Chk# 042717	VALANDRA, NYSSA	9/10/2019	\$250.00	LIFEGUARD REIMB
Total Checks			\$82,219.15	

US Bank \$46,957.19
Payroll 9/6/19 \$72,051.83
Payroll 9/20/19 \$68,363.85

Motion to adjourn the meeting was at approximately 6:10pm. Motion made by Commissioner Mehlhoff, seconded by Commissioner Arenz. Motion passes 40.

Cole Higlin

Cole Higlin (Oct 14, 2019)

Cole Higlin
Clerk, Mandan Park District

W. A.

Wade Meschke (Oct 14, 2019)

Wade Meschke
President, Board of Park Commissioner









September 9 2019 minutes

Final Audit Report

2019-10-14

Created:	2019-10-14
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfoKoRUUC0zWWIELv9hKbMkWldMM132fX

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