

Mandan Park District
Board Meeting Minutes
August 14, 2023

The Board of Park Commissioners duly met on Monday, August 14, 2023, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

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

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

Legal Council: 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 July 10, 2023, regular meeting minutes and July 17, 2023, retreat meeting minutes. Motion passes 4-0.

Item #1: Andrew Stromme updates the board on the placemaking grant in relation to the old high school site. Potential site concepts were presented and stated that the grant should be completed within the next couple of months.

Item # 2: Director Higlin requested approval to buydown principal in the amount of \$1 million on rodeo loan debt and to approve change orders in the amount of \$113,654 for the following items. Enclose the west side of crows' nest; \$11,328, Western Edge Electric \$11,800, and Northwest Contracting for additional concrete in the amount of \$90,526. Motion by Commissioner Mudder and seconded by Commissioner Scott to approve spending \$1 million in rodeo pledge dollars to buydown principal and change orders in the amount of \$113,654. Motion passes 4-0.

Item # 3: Director Higlin requested approval to hire AE2S for scope and services for the boat ramp at the Carbodies area. Director Higlin stated that he has secured \$267,000 from the city and county as a three-way partnership to match funds from the State of North Dakota sovereigns land grant which has \$800,000 dedicated to the Mandan Park District with support from Representative Porter. As part of the process, we will have a public hearing soon to allow residents an opportunity to review the agreement and provide insight prior to construction. Director Higlin presented the AE2S agreement and stated that permitting with the Corp of Engineers will be phase 1 and phase 2 will not start until we have permitting approval in place. Motion by Commissioner Froehlich and seconded by Commissioner Mudder to approve hiring AE2S for design and construction of the boat ramp at Carbodies. Motion passes 4-0.

Item 4: Director Higlin requested direction from the board on a public hearing for improvements to Roughrider Park in 2024. Director Higlin would like to have a public hearing at the park on September 21, 2023, at 6pm to allow residents time to attend. In the 2024 budget we have \$100,000 set aside for park improvements and would like to hear input from the residents as to what they would like added as part of the renovation.

Item 5: Accounting Manager Welch presented the 2024 budget power point. The power point will be placed on the district's website.

Commissioner/Staff reports:

Motion by Commissioner Mudder and seconded by Commissioner Scott to approve monthly bills as presented. Motion passes 4-0.

*Check Summary Register

11000 STARION FINANCIAL

45054	AMERICAN FENCE COMPANY LLC	8/15/2023	\$1,423.00	MTC Pickleball Court Gates
45055	ARNTSON STEWART WEGNER PC	8/15/2023	\$9,551.91	Bond Issuance Costs - Park Shop Revenue
45056	AVI SYSTEMS	8/15/2023	\$469.00	SSC Fire Panel Repair
45057	BOBCAT OF MANDAN INC	8/15/2023	\$8,442.24	Grader Lazer Update - Parks
45058	CAPITAL CITY CONSTRUCTION	8/15/2023	\$154,561.00	Park Operation Building - General Contractor
45059	CENTRAL MECHANICAL INC	8/15/2023	\$308.06	SSC Drinking Fountain Valve
45060	CITY OF MANDAN	8/15/2023	\$3,855.37	Unleaded & Diesel - Parks
45061	CLASSY CAKES	8/15/2023	\$4,116.00	RR Cookie Dough
45062	CS DOORS INC	8/15/2023	\$1,176.97	SSC Replaced Broken Springs
45063	DAKOTA STAR GYMNASTICS	8/15/2023	\$616.26	June Health Insurance Premium
45064	EAST SIDE JERSEY DAIRY INC.	8/15/2023	\$934.56	SMAC Milk
45065	ELECTRIC SYSTEMS INC	8/15/2023	\$784.25	RR Replay for Wave Pool
45066	ELECTRO WATCHMAN INC	8/15/2023	\$428.16	ASA Fire Alarm Monitoring Services
45067	FARSTAD OIL INC	8/15/2023	\$343.20	SSC Propane
45068	FERGUSON WATERWORKS	8/15/2023	\$2,371.62	Irrigation Parts PW
45069	FLADELAND MECHANICAL, INC.	8/15/2023	\$17,100.00	Park Operation Building - Mechanical Pay
45070	FRUEH, DAVE	8/15/2023	\$102.18	July Mileage Reimbursement - Rec
45071	HAGA KOMMER CPAS	8/15/2023	\$15,000.00	2022 Financial Audit - Admin
45072	HAWKINS INC	8/15/2023	\$6,298.39	RR Pool Chemicals
45073	HERTZ MASONRY	8/15/2023	\$9,145.00	Trailhead Kiosk Repair - Parks
45074	HUBBARD FEEDS	8/15/2023	\$5,129.60	160 Bags of 50lb Fertilizer - Parks
45075	ICON ARCHITECTURAL GROUP	8/15/2023	\$8,141.89	Design - Park Operations Building
45076	JOHS, CASEY	8/15/2023	\$31.44	July Mileage Reimbursement - Rec
45077	KK BOLD	8/15/2023	\$30.00	Website Updates- Marketing
45078	KLJ ENGINEERING LLC	8/15/2023	\$22,325.00	Construction Admin - MTC
45079	MANDAN PROGRESS	8/15/2023	\$3,000.00	2023 Annual Support
45080	MANN SIGNS INC	8/15/2023	\$1,850.00	Service Recognition Wall Sign - Main Office
45081	MTI DISTRIBUTING INC	8/15/2023	\$892.56	PW Pedal Switch
45082	ND DEPT OF ENVIRONMENTAL	8/15/2023	\$390.00	Boiler Inspection - RR
45083	NORTHERN TROPHY &	8/15/2023	\$1,499.00	Baseball Medals
45084	NOVA FIRE PROTECTION INC	8/15/2023	\$905.00	SSC Annual Sprinkler Inspection
45085	NRG TECHNOLOGY SERVICES	8/15/2023	\$11,551.12	June I.T. Services
45086	PREBLE MEDICAL SERVICES	8/15/2023	\$150.00	Pre-Employment Drug Tests
45087	PREMIER ENTERPRIZES INC	8/15/2023	\$2,880.00	Event Cart Rental PW
45088	R & R SPECIALTIES INC	8/15/2023	\$4,135.50	Olympia Zamboni 84 replacement blades
45089	RANGE SERVANT AMERICA, INC	8/15/2023	\$7,034.00	Golf Ball Dispenser PW
45090	REINDERS, INC	8/15/2023	\$0.00	Fungicide PW
45091	RENNERS LAWN SPRINKLING	8/15/2023	\$775.00	Plumbing Repair - Parks
45092	RIEPL, TYRA	8/15/2023	\$98.47	June Cell Phone Reimbursement - RR
45093	RK ELECTRIC	8/15/2023	\$617.50	RR Troubleshoot Wave Pool Controls
45094	SAMPSON CARPENTRY, LLC	8/15/2023	\$2,315.49	Trim out Pavillion, Posts, Stain - Rodeo Arena
45095	SCHERMERHORN, SEAIRA	8/15/2023	\$0.00	Reissued as Check #45115
45096	NICOLE SCHERR	8/15/2023	\$150.74	June Cell Phone Reimbursement - SMAC
45097	SPIFFY BIFFS	8/15/2023	\$876.00	Portable Restrooms PW
45098	SPORTS TURF IRRIGATION	8/15/2023	\$2,006.00	Sprinkler Internals PW
45099	STARION BOND SERVICES	8/15/2023	\$500.00	Origination Fees - Park Shop Revenue Bond
45100	STEINS INC	8/15/2023	\$41.86	SSC Can Liners
45101	TERRACON CONSULTANTS	8/15/2023	\$3,250.00	BB/SB Irrigation Phase 2
45102	THE CREATIVE TREATMENT	8/15/2023	\$810.00	Employment Videos
45103	THE PRINTERS INC	8/15/2023	\$960.00	Foundation Photo Backdrop
45104	THOMAS, KELLY	8/15/2023	\$98.27	June Cell Phone Reimbursement - Admin
45105	TRANSTRASH	8/15/2023	\$3,464.40	July Garbage - Park Shop
45106	TREETOP PRODUCTS INC	8/15/2023	\$983.79	8' Bench- Parks
45107	TRICORNE AUDIO INC	8/15/2023	\$50.00	Rodeo Arena Sound System Shipping
45108	US FOOD SERVICE	8/15/2023	\$44,441.64	RR Food Supplies
45109	VOGEL, JODI	8/15/2023	\$1,300.00	June Admin Office Cleaning
45110	WARRENS LOCKS AND KEYS	8/15/2023	\$105.00	Re-Key Safe Room
45111	WESTERENG, JOHN	8/15/2023	\$40.00	June Cell Phone Reimbursement - MM
45112	WESTERN EDGE ELECTRIC, INC	8/15/2023	\$37,816.75	Food Truck Panel - Rodeo Arena
Total Checks			\$407,673.19	
Starion Credit Cards			\$34,467.67	
08/04/23 Payroll			\$183,976.77	
08/18/23 Payroll			\$160,908.11	

The motion to adjourn the meeting was at approximately 6:30pm. Motion made by Commissioner Mudder and seconded by Commissioner Scott; Motion passes 4-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke
Park Board President










August 14 2023 minutes

Final Audit Report

2023-10-10

Created:	2023-10-10
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAiDC0mYcNQntP7cjpl6ZtTv_o6k9sDMAAd

"August 14 2023 minutes" History

-  Document created by Kelly Churchill (kchurchill@mandanparks.com)
2023-10-10 - 3:35:31 PM GMT- IP address: 96.3.192.114
-  Document emailed to cole higlin (chiglin@mandanparks.com) for signature
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-  Signer wade.meschke@msd1.org entered name at signing as Wade Meschke
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-  Document e-signed by Wade Meschke (wade.meschke@msd1.org)
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