

Mandan Park District  
Board Meeting Minutes  
September 11, 2023

The Board of Park Commissioners duly met on Monday, August 14, 2023, at City Hall, 205 2<sup>nd</sup> 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 and Teri Welch.

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

**Public Communication:** No one appeared.

**Minutes:** Motion by Commissioner Mudder and seconded by Commissioner Scott to approve the August 14, 2023, regular meeting minutes. Motion passes 5-0.

**Item #1:** Public Hearing on 2024 budget; President Meschke asked if anyone would like to appear before the board to comment on the 2024 budget. No one appeared and the public hearing was closed. President Meschke read Ordinance 1055 for the annual tax levy for the 2024 budget as presented. Motion by Commissioner Mehlhoff and seconded by Commissioner Mudder to approve the 2024 budget as presented. Motion passes 5-0.

**Item # 2:** Director Higlin requested approval to request proposals for exclusive soft drink contracts for 2024- 2028. Motion by Commissioner Scott and seconded by Commissioner Froehlich to approve advertising for five-year exclusive soft drink contract. Motion passes 5-0.

**Item # 3:** Director Higlin presented the proposed investment policy to allow the administrative committee the opportunity to invest in certificate of deposits at a term no longer than 12 months. Discussion among commissioners was transparency and monthly reporting of the funds invested. The item was tabled to allow staff to revise the policy and add language for monthly reporting.

**Commissioner/Staff reports:** None

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

**\*Check Summary Register**

**11000 STARION FINANCIAL**

45121	ALL AMERICAN ARENA	9/12/2023	\$5,972.58	Rink Glass - SSC
45122	AVI SYSTEMS	9/12/2023	\$825.00	SSC Alarm Testing
45123	BISMARCK MANDAN CHAMBER	9/12/2023	\$787.60	Advertising in the Chamber 2024 Directory
45124	C & H GLASS COMPANY	9/12/2023	\$500.00	RR/Admin Door Strike
45125	CAPITAL CITY CONSTRUCTION	9/12/2023	\$63,054.00	Park Operations Maintenance Facility- Pay App
45126	CARLSON & STEWART	9/12/2023	\$4,640.25	Linked Anoid Rod - SSC
45127	CELAYA, REAGAN	9/12/2023	\$250.00	Lifeguard Certification Reimb - RR
45128	CENTRAL MECHANICAL INC	9/12/2023	\$652.67	Pipe repair - SSC
45129	CITY OF MANDAN	9/12/2023	\$185,503.59	Sanitary Sewer, Watermain, Storm Sewer for
45130	CLASSY CAKES	9/12/2023	\$2,184.00	Cookie Dough - RR
45131	DAKOTA AWARDS	9/12/2023	\$10.50	Employee Nametag - Marketing
45132	DAKOTA FENCE	9/12/2023	\$6,182.00	Rodeo Arena Gates
45133	DAVIS EQUIPMENT CO	9/12/2023	\$541.99	Boot - Parks
45134	DIRK PLUMBING & HEATING INC	9/12/2023	\$14,830.00	AC Troubleshooting - RR
45135	ELECTRIC SYSTEMS INC	9/12/2023	\$3,852.00	Wired Steam Humidifers-ASA
45136	FARSTAD OIL INC	9/12/2023	\$1,222.18	Oil - PW
45137	FRUEH, DAVE	9/12/2023	\$133.62	August Mileage Reimbursement - SSC
45138	GLASS, AALYIAH	9/12/2023	\$250.00	Lifeguard Certification Reimb - RR
45139	HAWKINS INC	9/12/2023	\$1,947.15	Pool Chemicals - RR
45140	HOBBS	9/12/2023	\$1,682.53	Fuel tank service - PW
45141	JACOBSMEYER, SIERRA	9/12/2023	\$105.70	July Cell Phone Reimbursement - Rec
45142	LOWER HEART WATER	9/12/2023	\$3,800.00	2023 Land Rent - PW
45143	MANDAN BASEBALL CLUB	9/12/2023	\$200.00	Reimbursement for Cal Ripken Team
45144	MANDAN FASTPITCH	9/12/2023	\$1,000.00	Girls Fast Pitch - Matching Grant - Softball
45145	MANDAN NORTHWEST PIPE INC	9/12/2023	\$40.80	Union: Parks
45146	MANN SIGNS INC	9/12/2023	\$720.00	Interior Office Sign - Marketing
45147	MISKE, CEARA	9/12/2023	\$250.00	Lifeguard Certification Reimb - RR

45148	MTI DISTRIBUTING INC	9/12/2023	\$73,602.15	Bearings/Belt - PW
45149	ND SEWAGE PUMP LIFT STATION	9/12/2023	\$500.00	Annual Service to Lift Station - RR
45150	NDLTAP	9/12/2023	\$100.00	Welding Class Registration, Jordan & John -
45151	NORTH DAKOTA GOLF	9/12/2023	\$3,000.00	US GHIN Fees - PW
45152	NORTHERN TROPHY &	9/12/2023	\$2,226.79	Peewee and Tball Shirts
45153	NRG TECHNOLOGY SERVICES	9/12/2023	\$8,342.63	1 Port Switch - Lightning Damage
45154	PLAISTED COMPANIES INC	9/12/2023	\$5,126.59	Sand - PW
45155	PREBLE MEDICAL SERVICES	9/12/2023	\$50.00	New Employee Drug Test
45156	PREMIER ENTERPRIZES INC	9/12/2023	\$1,800.00	Cart rental for events - PW
45157	QUICK, BRIANNA	9/12/2023	\$187.50	Lifeguard Certification Reimb - RR
45158	RANGE SERVANT AMERICA, INC	9/12/2023	\$721.91	Range Baskets/Tokens - PW
45159	REILE, KYLER	9/12/2023	\$250.00	Lifeguard Certification Reimbursement - RR
45160	SAMMONS, CASEY	9/12/2023	\$22.50	August Cell Phone Reimbursement - Shop
45161	SAND CREEK CORPORATION	9/12/2023	\$4,323.40	Grading - MTC - Contractor Pay app #5 - Final
45162	SPIFFY BIFFS	9/12/2023	\$584.00	Portable Restrooms - Middle School Tennis
45163	STARION INSURANCE	9/12/2023	\$7.00	Ins Premium for Driving Range Ball dispenser
45164	STEINS INC	9/12/2023	\$1,381.16	Cleaning Supplies - SSC
45165	THE PRINTERS INC	9/12/2023	\$2,434.00	Scorecards - MM
45166	THOMAS, KELLY	9/12/2023	\$150.21	August Cell Phone Reimbursement - Admin
45167	TRANSTRASH	9/12/2023	\$1,699.50	Garbage - Softball Complex
45168	US FOOD SERVICES INC	9/12/2023	\$2,634.80	Food Supplies - RR
45169	VOGEL, JODI	9/12/2023	\$650.00	August Office Cleaning - Admin
45170	WARRENS LOCK AND KEYS	9/12/2023	\$778.90	Re-Key Eagles Park Doors - Shop
45171	WESTERENG, JOHN	9/12/2023	\$40.00	July Cell Phone Reimbursement - MM
	<b>Total Checks</b>		<b>\$411,751.20</b>	
	<b>Starion Bank P-Cards</b>		<b>\$37,252.75</b>	
	<b>9-1-23 Payroll</b>		<b>\$114,714.94</b>	
	<b>9-15-23 Payroll</b>		<b>\$99,752.26</b>	
	<b>9-29-23 Payroll</b>		<b>\$103,116.83</b>	

The motion to adjourn the meeting was at approximately 5:55pm. Motion made by Commissioner Scott and seconded by Commissioner Mudder; Motion passes 5-0.

*Cole Higlin*

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Cole Higlin  
Clerk, Mandan Park District

*Wade Meschke*

\_\_\_\_\_  
Wade Meschke  
Park Board President










# September 11 2023 minutes

Final Audit Report

2023-10-10

Created:	2023-10-10
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAACCKRjqHmMkAobCLAMiuD_N4X7oKesVrj

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