

Mandan Park District
Board Meeting Minutes
March 11, 2024

The Board of Park Commissioners duly met on Monday, March 11, 2024, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

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

Park District Staff present: Cole Higlin and Dave Frueh.

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

Additions or deletions to the agenda: None

Public Communication: No one appeared.

Minutes: Motion by Commissioner Froehlich and seconded by Commissioner Mudder to approve the February 13, 2024, regular meeting minutes. Motion passes 4-0.

Item #1: Facilities Manager Dave Frueh introduced Dakota Star Gymnastics board members for their annual report. Kama Hoovestall and Nate Blankenship provided an overview of the operations and statistical comparisons of previous years.

Item # 2. Director Higlin requested approval to advertise for proposal for architectural services for the Golf Operations Maintenance Building. The timeline would be for us to complete a feasibility study by July 2024, design and bid the project between fall of 2024 -winter of 2025. Construction would commence in the fall of 2025 with a completion date of spring of 2026. The construction budget is around \$1.5 - \$2 million.

Item # 3: Director Higlin presented amendments to the current Mandan Tennis Center LLC for the purpose of designating donations or sponsorships after January 1, 2024. Currently the lease agreement states that all donations or sponsorships are to be used to buy down principal on the debt. Mr. Porter has made personal contributions for the monthly lease payments and would like them used for the monthly lease payments. By amending the lease terms, we would allow donations or sponsorships to be used for monthly lease payments except for naming rights. Naming rights will be used for the buydown of principal debt on the project.

Motion by Commissioner Mudder and seconded by Commissioner Scott; motion passes 4-0.

Commissioner/Staff reports:

Motion by Commissioner Froehlich and seconded by Commissioner Scott to approve monthly bills. Motion passes 4-0.

***Check Summary Register**

45429	ADVANCED BUSINESS	3/12/2024	\$238.65	March 2024 Copier Maintenance Fee - Admin
45430	ADVANCED ENGINEERING	3/12/2024	\$15,503.00	Boat Ramp - Design & Construction Services
45431	ALL AMERICAN ARENA	3/12/2024	\$2,639.01	Tempered Glass - SSC
45432	AVI SYSTEMS	3/12/2024	\$9,818.31	On Site Service, Wire Guard - ASA
45433	BOBCAT OF MANDAN INC	3/12/2024	\$6,790.52	Mower - RR Equipment
45434	CAPITAL CITY CONSTRUCTION	3/12/2024	\$189,810.00	Construction Pay App #10 - Park Mtnce Bldg
45435	CARLSON & STEWART	3/12/2024	\$4,226.44	Quarterly Preventative Maintenance - SSC
45436	CENTRAL MECHANICAL INC	3/12/2024	\$5,843.24	Ice Melt Pit Repair - SSC
45437	CITY OF MANDAN	3/12/2024	\$1,121.14	January 2024 Unleaded & Diesel - Parks
45438	DIRK PLUMBING & HEATING INC	3/12/2024	\$8,068.00	Faucets & Valves replacements, boiler repairs-
45439	FRUEH, DAVE	3/12/2024	\$120.60	February 2024 Mileage - SSC
45440	ICON ARCHITECTURAL GROUP	3/12/2024	\$4,048.39	Construction Admin - Park Mtnce Bldg
45441	INNOVATIVE OFFICE	3/12/2024	\$107.30	Whole Punch, Paper, Sticky Notes - Admin
45442	ION LEADERSHIP CONSULTING	3/12/2024	\$5,557.96	Staff Development Training - All Departments
45443	JACOBSMEYER, SIERRA	3/12/2024	\$110.56	January 2024 Cellphone Reimbursement -
45444	JOHS, CASEY	3/12/2024	\$137.10	January 2024 Mileage - Recreation
45445	KNIFE RIVER	3/12/2024	\$1,154.66	Sand at Legion For Vball

45446	MANN SIGNS INC	3/12/2024	\$455.00	Sign at Dale Pahlke Arena- Admin
45447	NORTHERN TROPHY &	3/12/2024	\$1,596.00	Basketball Shirts - Youth Basketball
45448	NRG TECHNOLOGY SERVICES	3/12/2024	\$6,897.94	Staff Training Cyber Security - Admin
45449	RECSUPPLY	3/12/2024	\$8,967.76	Lifejackets - RR
45450	RIEPL, TYRA	3/12/2024	\$124.79	February 2024 Cellphone Reimbursement -
45451	ROTO ROOTER SEWER & DRAIN	3/12/2024	\$160.00	Eagles Park Toilet Service Call - Parks
45452	STEINS INC	3/12/2024	\$134.00	Bumper, Head With Bristle Skirt - SSC
45453	SUPERIOR TECH PRODUCTS	3/12/2024	\$595.00	Greens Groomer Brushes - PW
45454	THE PRINTERS INC	3/12/2024	\$250.00	Corporate BNC Bank Passes - PW
45455	THOMAS, KELLY	3/12/2024	\$93.82	January 2024 Cellphone Reimbursement -
45456	TRANSTRASH	3/12/2024	\$607.00	February 2024 Garbage Park Shop
45457	VOGEL, JODI	3/12/2024	\$700.00	February 2024 Office Cleaning - Admin
	Total Checks		\$275,876.19	
	Starion Bank P-cards		\$23,136.56	
	3/1/24 Payroll		\$91,541.40	
	3/15/24 Payroll		\$102,644.08	
	3/29/24 Payroll		\$90,802.74	

The motion to adjourn the meeting was at approximately 6:00pm. Motion made by Commissioner Scott and seconded by Commissioner Froehlich. Motion passes 4-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke
Park Board President










March 11 2024 board minutes

Final Audit Report

2024-04-10

Created:	2024-04-09
By:	Kelly Churchill (kchurchill@mandanparks.com)
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