

Mandan Park District
Board Meeting Minutes
June 10, 2024

The Board of Park Commissioners duly met on Monday, June 10, 2024, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

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

Park District Staff present: Cole Higlin

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

Additions or deletions to the agenda: None

Public Communication: Richard Tentis appeared before the board to share his concerns with tournaments held at Prairie West Golf. He doesn't like the current policy and would like to see less golf tournaments in the future. Mr. Tentis did state that club house staff do allow play before and after tournaments, but those times do not work for him.

Minutes: Motion by Commissioner Froehlich and seconded by Commissioner Scott to approve the May 13, 2024, regular meeting minutes. Motion passes 5-0.

Item #1: Director Higlin presented two amendments to the current Joint Powers Agreement with Mandan Public Schools. The first amendment addressed the current 10yr lease for use at the Starion Sports Complex. In our 2023 audit, it was brought to our attention that our current Joint Powers Agreement did not reflect the amendment that was approved by both parties in Oct. 2021. The School District paid the park district \$1.25 million in 2015 for a 10 yrs lease of the football and track facility from 2017-2027. In 2021 the school district and the park district each contributed \$250,000 to the joint facility fund and then made a \$1 million transfer to the park district for purchase of land for the east parking lot and land for the tennis center. The additional contribution was agreed that we would extend the lease four additional years (2028-2031), but the amendment was never signed.

The second amendment addresses how expenses will be shared between the Park District and School District for Sept. 1, 2024-Dec. 31, 2024. The school district and the park district will operate under the same arrangement until 8/31/2024. From 9/1/2024 to 12/31/2024 the park district will staff the facility and charge the school district 50% of two FTE (Tom and Casey) prorated over the four remaining months. It is our understanding that the school district will need the ASA for athletic activities until the end of the school year, and potentially after January 1, 2025. We will have to update our agreement for 2025 at our annual meeting in January. Motion by Commissioner Mudder and seconded by Commissioner Froehlich to approve the proposed amendments as presented for the Joint Powers Agreement. Motion passes 5-0.

Item # 2. Director Higlin presented the bag policy for Park District owned facilities. The policy will be added to all facility lease agreements. This policy will allow flexibility with organizations using our facilities to determine how strict or unstrict they would like to be with the bag policy. If the Park District is running an event, we will make that decision. The purpose of the bag policy is to put safety measures in place to protect patrons and fans attending our facilities.

1. The Mandan Park District or lessee at its discretion may limit the size or type of bag that spectators or attendees are allowed to bring into the facility.

a. At any point all bags are subject to search for any event.

i. If spectators or fans refuse to be searched, they will not be allowed to enter the facility.

ii. Bags that MPD or lessee feel are not in compliance may be searched or prohibited from entering the facility.

iii. In the interest of public safety the facility may, in its sole discretion, institute and notify the public of a “no bag” policy.

Motion by Commissioner Scott and seconded by Commissioner Mehlhoff to approve the bag policy. Motion passes, 5-0.

Item # 3: Director Higlin updated the board on the following projects:

- Highway 6 trail from 19th St SW north to Mandan Municipal GC bridge will have its first construction meeting June 13 and construction is scheduled to start after 4th of July.
- Park Operations Maintenance building is 90% completed. Items remaining include exterior concrete, casework, doors, door access system, security alarm/cameras, and Midco bringing fiber to the building.
- Faris Field youth ball diamonds are 70% completed. Items remaining are spreading Agri lime, irrigation system installed, fabric on the fence posts, and seeding. The goal is to be done by mid-July or earlier if possible.

Commissioner/Staff reports: President Meschke reminded board members that our reorganizational meeting for appointments of portfolios will be a special meeting June 27 at noon.

Commissioner Scott thanked Richard Tentis for attending and presenting his concerns to the board.

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

45555	ACE HARDWARE INC	6/11/2024	\$1,135.96	(3) Shredder/Vacuums - Parks
45556	ACTION CLEANING SERVICE,	6/11/2024	\$385.00	Carpet Cleaning-SSC
45557	ADVANCED BUSINESS	6/11/2024	\$238.65	Copier Lease-Admin
45558	ADVANCED ENGINEERING	6/11/2024	\$27,879.25	Boat Ramp Design fees thru 4/12
45559	ALL SEASONS MOTORSPORTS	6/11/2024	\$5,680.00	Cart Rentals for events-PW
45560	BIG HILL SERVICES LTD	6/11/2024	\$1,115.21	Olympia Machine Blades, Board Brush -
SSC				
45561	BOBCAT OF MANDAN INC	6/11/2024	\$1,306.57	Fixed Toolcat - SSC
45562	BSN SPORTS	6/11/2024	\$1,592.00	Caps/Belts - youth baseball
45563	CAPITAL CITY CONSTRUCTION	6/11/2024	\$466,835.00	Const Pay App #12 - Park Operations
Building				
45564	CARLSON & STEWART	6/11/2024	\$18,194.03	Quarterly Preventative Maintenance-
SSC				
45565	CENTRAL MECHANICAL INC	6/11/2024	\$1,807.68	Preventative Maintenance Inspection -
SSC				
45566	CITY OF MANDAN	6/11/2024	\$1,539.52	Hydrant meter rental & water usage -
PW				
45567	CLASSY CAKES	6/11/2024	\$2,520.00	Cookie Dough- RR concessions
45568	CS DOORS INC	6/11/2024	\$620.86	Counter Shutter Stops-SSC
45569	DAKOTA FIRE STATION INC	6/11/2024	\$831.85	Annual Fire Ext. Inspection- Legion &
Eagles				
45570	DAKOTA REFRIGERATION	6/11/2024	\$594.61	Beer Cooler Repair-MM
45571	DAKOTA STAR GYMNASTICS	6/11/2024	\$625.56	APR24-JUNE24 Health Insurance
Premium				
45572	DEERE & COMPANY	6/11/2024	\$9,087.67	2024 Gator TX - RR
45573	DENNYS ELECTRIC LLC	6/11/2024	\$63,659.34	Memorial Ballpark Lighting upgrades
45574	DIRK PLUMBING & HEATING INC	6/11/2024	\$7,353.41	Install Boiler @ RR
45575	EAST SIDE JERSEY DAIRY INC	6/11/2024	\$2,829.30	SMAC milk
45576	FARSTAD OIL INC	6/11/2024	\$4,793.16	Fuel- Gasoline and Diesel-PW
45577	FERGUSON WATERWORKS	6/11/2024	\$3,832.56	Irrigation heads-PW
45578	FETZER ELECTRIC	6/11/2024	\$2,633.10	repair wiring – Rodeo

45579	FLADELAND MECHANICAL, INC.	6/11/2024	\$113,409.00	Mechanical Pay App #6 - Park Mtnce Bldg
45580	FRUEH, DAVE	6/11/2024	\$184.92	MAY Mileage Reimbursement - SSC
45581	GABLE, SAMUEL	6/11/2024	\$19.68	SMAC-hot dog reimbursement
45582	HAWKINS INC	6/11/2024	\$6,636.70	Pool Chemicals-RR
45583	HR SERVICES	6/11/2024	\$1,031.25	Apr-May HR Services - Admin
45584	ICON ARCHITECTURAL GROUP	6/11/2024	\$8,096.82	Const Admin - Park Mtnce Bldg
45585	INNOVATIVE OFFICE	6/11/2024	\$82.22	Office supplies-Admin
45586	JACOBMEYER, SIERRA	6/11/2024	\$135.25	Apr cell phone reimbursement - MAC
45587	JOHS, CASEY	6/11/2024	\$115.66	May mileage - Rec
45588	KLJ ENGINEERING LLC	6/11/2024	\$7,085.00	Const Admin - Youth Baseball Complex
45589	L & H ELECTRIC, INC.	6/11/2024	\$35,100.00	Electrical Pay App #7 - Park Mtnce Bldg
45590	MANDAN PUBLIC SCHOOLS	6/11/2024	\$13,184.76	50% School Share of Boys & Girls Bball Club
45591	MANN SIGNS INC	6/11/2024	\$1,000.00	Slide wrap-RR
45592	MID-AMERICA GOLF &	6/11/2024	\$2,000.00	Curb repairs-Memorial Ballpark
45593	MODERN FENCEWORKS	6/11/2024	\$800.00	Bauknecht Park fence vandalism
45594	ND SEWAGE PUMP LIFT STATION	6/11/2024	\$10,218.00	RR Lift Station Pump Repair
45595	NORTHERN PLAINS DRILLING &	6/11/2024	\$27,183.00	Well Drilling-soccer complex
45596	NORTHERN TROPHY &	6/11/2024	\$2,059.26	Youth Baseball T-shirts
45597	NRG TECHNOLOGY SERVICES	6/11/2024	\$6,197.84	June24-IT services - Admin
45598	OLSON, ALYSSA	6/11/2024	\$9.00	MAC-popsicle reimbursement
45599	PEPSI BEVERAGES COMPANY	6/11/2024	\$3,036.74	Pop-RR concessions
45600	PIONEER ATHLETICS	6/11/2024	\$2,684.15	Line Paint - Parks
45601	PLAISTED COMPANIES INC	6/11/2024	\$6,096.93	Sand/Construction/Divot Mix - PW
45602	ROSS, AVA	6/11/2024	\$20.92	MAC-popsicle reimbursement
45603	SAND CREEK CORPORATION	6/11/2024	\$109,526.04	Construction Pay App #3 - Faris Field
45604	SPIFFY BIFFS	6/11/2024	\$182.50	MTC Portable Toilet - Tennis Ctr
45605	STARION INSURANCE	6/11/2024	\$1,104.00	April Insurance Endorsements- St Fire &
45606	STEINS INC	6/11/2024	\$4,054.71	Scrubber- Park Shop
45607	THE PRINTERS INC	6/11/2024	\$90.00	Match Play Challenge Sign - PW
45608	THOMPSON, KYLIE	6/11/2024	\$14.48	MAC-popsicle reimbursement
45609	TRANSTRASH	6/11/2024	\$1,982.00	Garbage - Park Shop
45610	US FOOD SERVICES INC	6/11/2024	\$10,335.76	Concessions- RR
45611	VOGEL, JODI	6/11/2024	\$700.00	Admin May office cleaning
45612	WARRENS LOCKS AND KEYS	6/11/2024	\$214.97	Keys- RR
Total Checks			\$1,001,681.85	
P-Cards			\$34,463.89	
6/7/24 Payroll			\$146,519.15	
6/21/24 Payroll			\$187,129.48	

The motion to adjourn the meeting was at approximately 6:00pm. Motion made by Commissioner Froehlich and seconded by Commissioner Scott. Motion passes 5-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District


Wade Meschke (Jul 12, 2024 09:12 CDT)

Wade Meschke
Park Board President










June 10 2024 board minutes

Final Audit Report

2024-07-12

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By:	Kelly Churchill (kchurchill@mandanparks.com)
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