

Mandan Park District
Board Meeting Minutes
September 9, 2024

The Board of Park Commissioners duly met on Monday, September 9, 2024, at City Hall, 205 2nd Ave NW in the Bosch Froelich room.

Attendees:

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

Park District Staff present: Cole Higlin, Teri Welch, Garrett Schultz, and Brent Weber.

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

Additions or deletions to the agenda: None

Public Communication: Rick Tentis appeared to share his concerns about the park district being too progressive and accepting any request the citizens want. Mr. Tentis also shared his concern about too many tournaments at Prairie West and Mandan Municipal should be available when Prairie West is booked.

Minutes: Motion by Commissioner Mudder and seconded by Commissioner Mehlhoff to approve the August 12 2024, regular meeting minutes. Motion passes 4-0.

Item #1: President Meschke opened the public hearing for comments on the 2025 budget. No one appeared.

Item # 2. President Meschke read Ordinance 1056 making the annual appropriations for the expenditures of the Park District of the City of Mandan, ND for the fiscal year commencing January 1, 2025, ending December 31, 2025 and making the annual tax levy for the year 2024. Motion by Commissioner Mudder and seconded by Commissioner Scott to approve Ordinance 1056 as presented. Motion passes 4-0.

Item 3: Director Higlin introduced Dennis Reep from HDR Engineering on behalf of Lower Heart Water Resource District (LHWRD). Mr. Reep provided an overview of flood protection for the city of Mandan providing three options for improvements to the levee adjacent to hole # 4 at Municipal Golf Course. The levee has settled roughly 6 inches and needs to be addressed. Option 1 is a seepage berm which requires a 150' easement with a cost of \$3.4 million. Option 2 is a cutoff wall with a cost of \$8.6 million, and Option 3 is a pressure relief well with a cost of \$12.1 million. Discussion was held on being fiscally responsible to the citizens as this amount will be assessed city wide to citizens in a tier approached by the city of Mandan. The board felt the seepage berm was the most economical to the citizens. Director Higlin stated that LHWRD will need to transport 90,000 cubic yards from a site near Ft. Lincoln Trolley and west of the levee near Prairie West GC which equates to 7,000 trucks on city streets back and forth bringing in fill.

Director Higlin stated that we could use the existing site as an option to take 90,000 cubic yards of fill and reconstruct the golf course. The savings of having to haul fill would be redirected to renovating the golf course. At the Municipal Golf Course, we need to expand the holding ponds, replace irrigation, and relocate the irrigation intake from the Burian & Associates design and execute that permit that we have approval on. To determine if this is a viable option, we need to hire a Golf Course Designer with experience in mitigation work with the Corp of Engineers. Golf Operations Manager recommends Norby Golf Course Design to provide us with conception drawings and cost estimates for reconstructing Mandan Municipal GC. The fee to obtain this information is \$19,500 and will take fourteen weeks to complete. Director Higlin recommended that we carry out this agreement with Norby Golf Course Design in the amount of \$19,500 which allows us to use fill from the site. Motion by Commissioner Scott and seconded by Commissioner Mehlhoff to amend the 2024 golf budget in the amount of \$19,500 for design and cost estimates from Norby Golf Course Design for Mandan Municipal Golf Course. Motion passes 4-0.

President Meschke stated that we are not ready to approve an option presented to us today, it is recommended that Commissioner Scott and Commissioner Mehlhoff represent the board with a future meeting with the city of Mandan and Lower Heart to help make a recommendation to the Park Board of Commissioners on the next steps.

Item 4: Director Higlin updated the board on ongoing construction projects:

- Faris Field- the project is completed, and irrigation system has been running for the last two weeks and grass is starting to take shape.
- Youth Baseball Complex has backstop and grandstand footings/foundation poured and backfilled. Fencing poles are installed, waiting on Nailer board for synthetic turf to go in and then back fill with fencing fabric. The drain tile has been installed and connected to storm water pond. Base sand and stone is being delivered the week of September 23 with turf delivery to follow soon.
- Boat Ramp parking lot is to rough grade. The ramp to the water is also graded and waiting for the river level to drop to start the rip rap work and pouring of concrete ramp pad.
- Golf Operations Building is still in the design process. We had an on-site meeting to determine civil engineering locations for utilities and location of building proximity to utilities. We hope to have a design at 90% completion before the end of the year.

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

11000 STARION FINANCIAL

45736	ADVANCED BUSINESS	9/10/2024	\$238.65	COPIER MAINTENANCE FEE-ADMIN
45737	ADVANCED ENGINEERING	9/10/2024	\$12,129.41	DESIGN/CONSTRUCTION SERVICES
- BOAT				
45738	AGASSIZ	9/10/2024	\$8,750.00	FERTILIZER- PARKS
45739	ALL SEASON MOTORSPORTS	9/10/2024	\$950.00	EVENT CART RENTAL-PW
45740	AVI SYSTEMS	9/10/2024	\$9,511.69	SECURITY SYSTEM- ASA
45741	BURLEIGH COUNTY WEED DEPT	9/10/2024	\$423.00	LAWN CHEMICALS - PARKS
45742	CAPITAL ASPHALT	9/10/2024	\$7,250.00	CRACK SEALING- ASA
45743	CARLSON & STEWART	9/10/2024	\$1,356.39	ETHYLENE GLYCOL - SSC
45744	CENTRAL MECHANICAL INC	9/10/2024	\$1,964.26	CONTROL VALVE ADJUSTMENT-
SSC				
45745	CITY OF MANDAN	9/10/2024	\$5,056.34	WATER HYDRANT - PW
45746	CLASSY CAKES	9/10/2024	\$756.00	COOKIE DOUGH - RR
45747	DAKOTA FIRE STATION INC	9/10/2024	\$20.30	REFILL FIRE EXTINGUISHER- PW
45748	DIRK PLUMBING & HEATING INC	9/10/2024	\$415.00	CAPACITOR AND THERMOSTATS -
RR				
45749	ELECTRIC SYSTEMS INC	9/10/2024	\$6,790.45	SOCCER WELL PARTS & LABOR
45750	FARSTAD OIL INC	9/10/2024	\$3,717.53	FUEL- MM
45751	FIELD TURF	9/10/2024	\$4,275.00	TURF MAINTENANCE- SSC
45752	FISCHER, HAYLEIGH	9/10/2024	\$250.00	LIFEGUARD CLASS
REIMBURSEMENT- RR				
45753	FLADELAND MECHANICAL, INC.	9/10/2024	\$34,230.00	MECHANICAL PAY APP #9 - PARK
MTNCE				
45754	DUSTIN FLECK	9/10/2024	\$350.00	REIMBURSE SHELIVING- PRKS
45755	FRUEH, DAVE	9/10/2024	\$184.92	MILEAGE REIMBURSEMENT- SSC
45756	GAMETIME	9/10/2024	\$6,293.37	ADAPTIVE SWING SAFETY BELT-
PARKS				
45757	GROSS, LAIKEN	9/10/2024	\$187.50	LIFEGUARD CLASS
REIMBURSEMENT- RR				
45758	HAWKINS INC	9/10/2024	\$2,208.00	CREDIT -POOL CHEMICALS - RR
45759	HIGLIN, COLE	9/10/2024	\$333.00	MEALS-NRPA CONFERENCE
ATLANTA -				
45760	INNOVATIVE OFFICE	9/10/2024	\$302.70	COPY PAPER, LAMINATING- ADMIN
45761	JACOBSMEYER, SIERRA	9/10/2024	\$122.55	FUEL REIMBURSEMENT- SMAC
45762	JOHS, CASEY	9/10/2024	\$79.48	REIMBURSE MILEAGE AUGUST -
45763	KLJ ENGINEERING LLC	9/10/2024	\$10,975.00	CONSTRUCTION - ADMIN - YOUTH
45764	L & H ELECTRIC, INC.	9/10/2024	\$36,561.23	ELECTRICAL PAY APP #9 - PARK
MTNCE				
45765	LOWER HEART WATER	9/10/2024	\$3,800.00	2024 LAND RENT - PW
45766	MANDAN PUBLIC SCHOOLS	9/10/2024	\$754.02	FOOD- SMAC
45767	MEHLHOFF, MILES	9/10/2024	\$333.00	MEALS - NRPA CONFERENCE
ATLANTA -				
45768	MESCHKE, WADE	9/10/2024	\$333.00	MEALS-NRPA CONFERENCE
ATLANTA				
45769	MODERN FENCEWORKS	9/10/2024	\$250.00	FARIS FIELD FENCE REPAIR
45770	MONTANA DAKOTA UTILITIES	9/10/2024	\$12,232.00	BOAT RAMP ELECTRICAL WORK
45771	MY TURN PLAYSYSTEMS	9/10/2024	\$173,478.00	ROUGH RIDER PARK PLAYGROUND-
PARKS				
45772	NORTHERN TROPHY &	9/10/2024	\$2,351.00	BBALL SHIRTS - YOUTH
BASKETBALL				

45773	NORTHWEST CONTRACTING	9/10/2024	\$417,907.12	CONTRACTOR PAY APP #1-YOUTH
45774	NOVA FIRE PROTECTION INC	9/10/2024	\$250.00	ANNUAL SPRINKLER INSPECTION-
ASA				
45775	NRG TECHNOLOGY SERVICES	9/10/2024	\$8,280.86	SEPT IT SERVICE- ADMIN
45776	OTIS ELEVATOR COMPANY	9/10/2024	\$95.00	LOGISTICS AND FUEL IMPACT FEE-
SSC				
45777	PLAISTED COMPANIES INC	9/10/2024	\$3,066.57	AERIFICATION SAND- PW
45778	R & R SPECIALTIES INC	9/10/2024	\$1,657.63	ICE PAINT- SSC
45779	SAMMONS, CASEY	9/10/2024	\$22.50	PHONE REIMBURSE - PARKS
45780	SAND CREEK CORPORATION	9/10/2024	\$110,859.37	CONSTRUCTION PAY APP #6 - FARIS
FIELD				
45781	SOFTCHOICE	9/10/2024	\$291.51	NETWORK LICENSE FEE - ADMIN
45782	SP & E	9/10/2024	\$240.00	OVS NET ADJUST REPLACEMENT
ALL				
45783	SPIFFY BIFFS	9/10/2024	\$487.25	PORTABLE RESTROOM - KAUTZMAN
PARK				
45784	STEINS	9/10/2024	\$1,527.71	CLEANING SUPPLIES- SSC
45785	STRAABE, KAIDEN	9/10/2024	\$100.00	REIMBURSE FOR LARGE FAN-
PARKS				
45786	THOMAS, KELLY	9/10/2024	\$98.91	AUG FUEL REIMBURSEMENT -
45787	TRANSTRASH	9/10/2024	\$2,341.76	DUMPSTERS- SOFTBALL COMPLEX
45788	US FOOD SERVICES INC	9/10/2024	\$959.00	CONCESSION FOOD - RR
45789	VERSATILE VEHICLES INC	9/10/2024	\$278.43	UTILITY CART LEASE REPAIR- PW
45790	VOGEL, JODY	9/10/2024	\$700.00	OFFICE CLEANING AUG - ADMIN
Total Checks			\$898,376.41	
P-Cards			\$28,247.30	
9/13/24 Payroll			\$109,162.41	
9/27/24 Payroll			\$114,695.58	

Commissioner/Staff reports: None

The motion to adjourn the meeting was at approximately 6:50pm. Motion made by Commissioner Mehlhoff and seconded by Commissioner Mudder. Motion passes 4-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke
Park Board President










September 9 2024 board minutes

Final Audit Report

2024-10-15

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