

Mandan Park District  
Board Meeting Minutes  
November 11, 2024

The Board of Park Commissioners met on Monday, November 11, 2024, at City Hall, 205 2<sup>nd</sup> Ave NW in the Bosch Froelich room.

**Attendees:**

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

Park District Staff present: Cole Higlin and Kelly Thomas

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

**Additions or deletions to the agenda:** None

**Public Communication:** None

**Minutes:** Motion by Commissioner Mehlhoff and seconded by Commissioner Scott to approve the October 14, 2024 regular meeting minutes. Motion passes 5-0.

**Item #1:** Karen Rohr, President of Mandan Kiwanis presented to the Mandan Park Board a check in the amount of \$14,515 with \$6,000 to the Mandan Tennis Center and \$8,515 to our youth baseball program. Commissioners thanked Mandan Kiwanis for their ongoing efforts and appreciation for youth in our community.

**Item # 2.** Director Higlin updated the board on the design development of the new Golf Operations Maintenance Building. Director Higlin stated that they were informed last week that the building would have to be raised 2-4" with engineered fill to bring the facility out of the flood plan per city requirements. The design team looked at moving the building footprint further to the east and south of the cold storage building. As the design team shared our concerns over the location and 3 to 1 slope for entrances, we decided to research renovating and expanding the existing maintenance shop. Our hopes today were to get approval to advertise bids and open in March 2025. This decision will delay our timeline and hopefully we will bring something back in December for approval.

**Item 3:** Jamie Wetsch representing the Central Dakota Cyclists requested approval to apply for the Recreation Trail Program grant to construct a "pump track" at Sunset Park. Director Higlin stated that he spoke with Jarek Wigness, City Engineer about any concerns constructing the pump track and extension of Division St to the west. Mr. Wigness has no concerns and stated that Division St NW would more than likely go around the south side of the skate park and Davenport Hill. Central Dakota Cyclists are recommending applying for phase 1 of the pump track which is estimated at \$180,000 with a local match of 20%. Mr. Wetsch and Director Higlin stated that we would split the local share 50/50 and it's estimated each group would be responsible for \$18,000. Motion by Commissioner Mudder and seconded by Commissioner Froehlich to approve the Mandan Park District and Central Dakota Cyclists to apply for the Recreation Trail Program grant in the amount of \$180,000 and match the local 20%. Motion passes 5-0.

**Item 4:** Kelly Thomas, Community Engagement Manager presented the new mobile phone app for the Park District. The new app has been released to the public and ready for Black Friday Raging Rivers sales.

**Item 5:** Director Higlin updated the board on the following projects:

- The boat ramp concrete ramp is completed, and the parking lot grid system is 80% completed and should be substantially completed by the end of the month. The city, county and parks met to discuss adding additional amenities to the project. Items that have been added to the project include, entrance sign, boat dock, ADA picnic table, two benches, vault toilet, and potentially a bridge connecting the two properties over the drainage area. The fish cleaning station needs to have connections to city water and the cost to connect to city water is \$60,000 and an additional \$50,000 for the cleaning station itself. The item may be added later since we have had interest from organizations to help fundraise for the fish cleaning station.

- The youth baseball complex renovation should be substantially completed by the end of the month if weather cooperates. Diamond 10 is complete along with Diamond 11 & 12 fencing upgrades and irrigation connections. Diamond 9 has completed the subbase and synthetic turf arrived late last week. We hope to see the installation of synthetic turf in the week of November 11. It will take roughly two weeks to complete the installation. The remaining items are concrete walkways in the alley ways, irrigation and electrical connections. The Mandan Baseball Club, BNC National Bank and the Park District will construct a new entrance sign like the concrete signs at Starion Sports Complex and Mandan Tennis Center. The sign will state BNC National Bank Field at Veterans Memorial Ballpark.
- The levee discussions with the Lower Heart Water Resource District have not developed since the additional option of a toe trench system was added last month. Lower Heart Water Resource is researching operations and maintenance of such a system and hopefully will act at their next board meeting on November 26.

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

**11000 STARION FINANCIAL**

45847	ADVANCED BUSINESS	11/12/2024	\$252.37	COPIER MAINTENANCE FEE- ADMIN
45848	ADVANCED ENGINEERING	11/12/2024	\$11,497.42	BOAT RAMP ENGINEERING
45849	AGASSIZ	11/12/2024	\$4,630.00	GRASS SEED - FARIS FIELD
45850	AMERICAN RESURFACING INC.	11/12/2024	\$14,920.00	CONCRETE SIDEWALKS- FARIS FIELD
45851	AVI SYSTEMS	11/12/2024	\$100.00	1 YEAR SECURITY SUPPORT RENEWAL -
45852	BIG HILL SERVICES LTD	11/12/2024	\$2,471.26	RECONDITIONED LASER ACTUATOR AND
45853	BSN SPORTS LLC	11/12/2024	\$763.24	SAMPLE SWEATSHIRTS- SSC
45854	CAPITAL CITY CONSTRUCTION	11/12/2024	\$35,232.00	CONSTRUCTION PAY APP #17 - PARK
45855	CAPITAL CITY RESTAURANT	11/12/2024	\$697.24	CHEST FREEZER- RR
45856	CAPITAL TROPHY INC	11/12/2024	\$893.81	MANDAN PARKS FOLDERS AND CLOCKS-
45857	CENTRAL MECHANICAL INC	11/12/2024	\$8,821.96	SERVICE CALL COMPRESSOR BREAKERS-
45858	CITY OF MANDAN	11/12/2024	\$2,570.92	HYDRANT METER RENTAL AND WATER
45859	EAPC	11/12/2024	\$2,587.50	SCHEMATIC DESIGN- PW MTNCE SHOP
45860	ELECTRIC SYSTEMS INC	11/12/2024	\$935.00	REPAIRED SCOREBOARD & CRANE
45861	FARSTAD OIL INC	11/12/2024	\$3,769.23	UNLEADED AND DIESEL- PW
45862	FIRESIDE OFFICE SOLUTIONS	11/12/2024	\$396.00	ANNUAL MTNCE AGREEMENT FOR
45863	FRUEH, DAVE	11/12/2024	\$201.00	MILEAGE REIMBURSEMENT OCT 24- SSC
45864	HR SERVICES	11/12/2024	\$525.00	OCT 24 HR CONSULTANT- ADMIN
45865	ICON ARCHITECTURAL GROUP	11/12/2024	\$4,606.37	CONSTRUCTION ADMIN (FINAL) - PARK
45866	INNOVATIVE OFFICE	11/12/2024	\$158.60	PAPER, PENS, CARD STOCK - ADMIN
45867	JACOBSMEYER, SIERRA	11/12/2024	\$130.58	MILEAGE REIMBURSEMENT OCT 24- MAC
45868	JOHS, CASEY	11/12/2024	\$1,364.56	REIMBURSE VOLLEYBALLS/AIR PUMP-
45869	MANDAN BASEBALL CLUB	11/12/2024	\$26,300.15	2024 MEMORIAL BALLPARK PLEDGES
45870	MANDAN POLICE DEPARTMENT	11/12/2024	\$150.00	ALARM RESPONSES TO SSC
45871	MANN SIGNS INC	11/12/2024	\$3,280.00	VEHICLE WRAP ON NEW SMAC VAN -
45872	MODERN FENCEWORKS	11/12/2024	\$850.00	REPAIR FENCE- FARIS FIELD
45873	Moore Engineering, Inc.	11/12/2024	\$2,602.50	HWY 1806 TRAIL GRANT APPLICATION -
45874	MY TURN PLAYSYSTEMS	11/12/2024	\$3,888.00	PLAYGROUND FALL PROTECTION- PARKS
45875	NORTH D	11/12/2024	\$410.00	TABLES, CHAIRS, WHITEBOARD, STORAGE
45876	NORTHERN PLAINS DRILLING &	11/12/2024	\$1,169.00	WELL CAPPED OFF & PLUGGED - YTH
45877	NORTHERN TROPHY & SILK	11/12/2024	\$430.50	BASEBALL SHIRTS- RECREATION
45878	NORTHWEST CONTRACTING	11/12/2024	\$1,996,531.76	YOUTH BASEBALL COMPLEX FENCING
45879	PACK, ANDY	11/12/2024	\$120.00	CELL REIMBURSEMENT JUNE - AUGUST
45880	PLAISTED COMPANIES INC	11/12/2024	\$8,065.94	SAND- MM
45881	PRAIRIE VIEW EXCAVATING LLC	11/12/2024	\$464,224.72	CONSTRUCTION PAY APP #2 - BOAT RAMP
45882	REINDERS, INC	11/12/2024	\$3,018.61	SNOW MOLD PREVENTION CHEMICAL- PW
45883	RIEPL, TYRA	11/12/2024	\$50.00	CELL REIMBURSEMENT OCT 24- MAQC
45884	RIVARDS TURF AND FORAGE	11/12/2024	\$1,400.87	TURF PIGMENT- PW
45885	ROTO ROOTER SEWER & DRAIN	11/12/2024	\$325.00	SMOKE TEST TENNIS DOME - TENNIS
45886	SPIFFY BIFFS	11/12/2024	\$408.50	PORTABLE RESTROOM- TENNIS
45887	STEINS INC	11/12/2024	\$283.01	CAN LINERS- SSC
45888	STRAABE, KAIDEN	11/12/2024	\$331.66	CELL REIMBURSEMENT JULY - SEPT 24-
45889	SUNNY SIDE CLEANING	11/12/2024	\$628.20	OCT 24 CLEANING SERVICES- ADMIN
45890	THOMAS, KELLY	11/12/2024	\$137.81	REIMBURSE DOT REGISTARTION- NEW
45891	TRANSTRASH	11/12/2024	\$461.89	943003- DUMPSTER- DCP
	<b>Total Checks</b>		<b>\$2,612,592.18</b>	
	<b>Starion P-cards</b>		<b>\$41,725.60</b>	
	<b>Payroll 11/08/24</b>		<b>\$101,878.67</b>	
	<b>Payroll 11/22/24</b>		<b>\$98,935.57</b>	

**Commissioner/Staff reports:** None

The motion to adjourn the meeting was at approximately 6:20pm. Motion was made by Commissioner Scott and seconded by Commissioner Froehlich. Motion passes 5-0.

*Cole Higlin*

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Cole Higlin  
Clerk, Mandan Park District

*Wade Meschke*

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Wade Meschke  
Park Board President

# November 11 2024 board minutes

Final Audit Report

2024-12-10

Created:	2024-12-10
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPCXINVKXHPpBQWSOqxDF9hx61T_nbm3l

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-  Document created by Kelly Churchill (kchurchill@mandanparks.com)  
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2024-12-10 - 8:51:09 PM GMT- IP address: 18.188.52.28
-  Signer wade.meschke@msd1.org entered name at signing as Wade Meschke  
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Signature Date: 2024-12-10 - 9:04:34 PM GMT - Time Source: server- IP address: 96.3.192.114
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