

Mandan Park District

Board Meeting Minutes

November 10, 2025

The Board of Park Commissioners met on Monday, November 10, 2025, 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

Legal Counsel: Attorney Arlen Ruff

Park District Staff: Cole Higlin and Kelly Thomas

President Meschke called the meeting to order at approximately 5:30 p.m. CDT.

Additions or Deletions to the Agenda:

None

Public Communication:

None

Minutes:

Motion by Commissioner Scott and seconded by Commissioner Froehlich to approve the October 12, 2025, regular meeting minutes. Motion passed 5-0.

Item #1

Executive Director Higlin requested approval to amend the current agreement with the Mandan Baseball Club for the construction and design of fields 11 and 12 at the youth complex. The agreement was drafted by Attorney Ruff and reviewed by the Mandan Baseball Club, which approved it. Motion by Commissioner Mehlhoff and seconded by Commissioner Scott to approve the second amendment of the Mandan Baseball Club agreement for construction and design of diamonds 11 and 12. Motion passed 5-0.

Item #2

Community Engagement Manager Thomas presented information on the ADA website requirements mandated by the federal government by April 2027. Thomas stated that the district has three websites—mandanparks.com, starionsportscomplex.com, and ragingrivers.com—that will need to be updated to meet the new requirements. GolfMandan.com is managed by our point-of-sale system with Tee Snap, and we are working with them to make those improvements.

Item #3

Executive Director Higlin updated the board on the status of the Lower Heart Water Resource District (LHWRD) construction at Mandan Municipal GC. Higlin stated that construction is still anticipated in the fall of 2026 on hole #4; however, due to permitting, bidding, bonding, and contractor mobilization with other LHWRD projects, it could extend into spring 2027. Higlin also stated that costs for construction of the new green have been submitted to LHWRD for reimbursement.

Item #4

Commissioner/Staff Reports: Executive Director Higlin updated the board on ADA objectives at Starion Sports Complex, and Attorney Ruff stated that a meeting has been agreed upon between JLG and the district to start mitigation per the requirements of the agreement.

Item #5

Motion by Commissioner Mehlhoff and seconded by Commissioner Froehlich to approve the monthly bills. Motion passed 5-0.

Check Summary Register

46479	AAA SPRINKLER SERVICES, LLC	11/12/2025	\$13,545.00	PW Club Lawn Irrigation System Installation -
46480	ADVANCED BUSINESS	11/12/2025	\$1,430.14	Oct Copier Maintenance Fee - Admin
46481	AGASSIZ	11/12/2025	\$1,700.00	Straw Rolls to Cover Greens - MM
46482	ALL SEASON MOTORSPORTS	11/12/2025	\$1,350.00	Event Cart Rental - MM
46483	AMERICAN RESURFACING INC.	11/12/2025	\$15,738.57	Eagles Parking Lot Concrete Replacement-
46484	APOLLO WATER SERVICES LLC	11/12/2025	\$1,870.75	Chemicals - SSC
46485	AUCH, BRITNI	11/12/2025	\$163.80	September 25 Mileage - MAQC
46486	BISMARCK STATE COLLEGE	11/12/2025	\$1,950.00	Performance Management Training for
46487	CENTRAL MECHANICAL INC	11/12/2025	\$1,299.50	Replacement Parts & Repair Water Heater -
46488	CITY OF MANDAN	11/12/2025	\$2,158.02	September Unleaded and Diesel - Parks
46489	DAKOTA MEDIA ACCESS, INC.	11/12/2025	\$1,000.00	2026 Funding for Televising Board Meetings -
46490	DAKOTA PLAYGROUND	11/12/2025	\$55.92	Sway Fun Bolts - Parks
46491	DAKOTA STAR GYMNASTICS	11/12/2025	\$544.94	Reimburse Oct Health Insurance Premium -
46492	DIRK PLUMBING & HEATING INC	11/12/2025	\$23,057.21	Old Boiler System Repairs at ASA - Capital
46493	ELECTRIC SYSTEMS INC	11/12/2025	\$4,422.10	Wire Fish Cleaning Station - Boat Ramp
46494	PARKLAND USA CORPORATION	11/12/2025	\$1,980.37	Fuel - PW
46495	FERGUSON WATERWORKS #2516	11/12/2025	\$3,873.74	Irrigation Supplies - MM
46496	FLECK, DUSTIN	11/12/2025	\$1,000.00	Truck Jack Stands - Parks
46497	FORTE	11/12/2025	\$660.00	On Site Alarm Testing - SSC
46498	FRIESZ, LORI	11/12/2025	\$66.50	August-October 25 Mileage - Admin
46499	GOSCH, JENNIFER	11/12/2025	\$90.00	Refund 10/17 Charges - Discovery Camp
46500	GRAY OIL COMPANY	11/12/2025	\$41.31	Propane - SSC
46501	HERITAGE EXTERIORS	11/12/2025	\$10,465.00	Furnish and Install PW Shop Windows - Golf
46502	HIRSHFIELDS INC	11/12/2025	\$5,717.00	Sprayer - Parks
46503	INNOVATIVE OFFICE	11/12/2025	\$190.32	Paper, Card Stock, Post Its - Admin
46504	JACOBSMEYER, SIERRA	11/12/2025	\$124.04	October 2025 Mileage Reimbursement - MAC
46505	JOHS, CASEY	11/12/2025	\$105.30	October 2025 Cell Phone Reimbursement -
46506	MANDAN PUBLIC SCHOOLS	11/12/2025	\$5,000.00	MPS 50% Share of Boys & Girls Basketball
46507	MANN SIGNS INC	11/12/2025	\$1,880.00	ADA Handicap Stickers - SSC
46508	MINT BRAND MARKETING	11/12/2025	\$525.00	Website Media Library Updates - Marketing
46509	MTI DISTRIBUTING INC	11/12/2025	\$379.97	Aeration Tines - MM
46510	NORTHERN PLAINS DRILLING &	11/12/2025	\$1,660.00	Installed new well pump at Fish Cleaning
46511	NORTHERN TROPHY & SILK	11/12/2025	\$1,474.48	Park Hats - Marketing
46512	NRG TECHNOLOGY SERVICES	11/12/2025	\$3,150.18	Nov IT Service - Admin
46513	NORTH DAKOTA ONE CALL, INC	11/12/2025	\$3.00	Locates - Parks
46514	OVERHEAD DOOR SOLUTIONS	11/12/2025	\$8,572.50	PW Shop Garage Doors - Golf Course
46515	PACHL, SARA	11/12/2025	\$90.00	Refund 10/16 & 10/17 Charges - Discovery
46516	PS GARAGE DOORS	11/12/2025	\$202.75	Disconnected Safety Edge, Added Remote -
46517	RENNERS LAWN SPRINKLING	11/12/2025	\$11,260.00	Install Sprinkling System on Rodeo Grounds -
46518	RIVARDS TURF AND FORAGE	11/12/2025	\$700.22	Turf Pigment - MM
46519	SAMPSON CARPENTRY, LLC	11/12/2025	\$11,784.75	10% Down Payment on PW Interior
46520	SLIDE GUYS RESTORATION, INC.	11/12/2025	\$178,180.36	Final Payment for Gel-Kote & Paint Slides -
46521	SP&E	11/12/2025	\$46,200.00	ADA Bleachers for Buick Rink - SSC
46522	SPIFFY BIFFS	11/12/2025	\$728.75	Portable Restrooms - Kautzman Park
46523	STEINS INC	11/12/2025	\$1,675.04	Garbage Bags - SSC
46524	STRAABE, KAIDEN	11/12/2025	\$500.00	Jan-Oct25 Cell Phone Reimb - Parks
46525	SUNNY SIDE CLEANING	11/12/2025	\$698.00	Oct Office Cleaning - Admin
46526	THOMAS, KELLY	11/12/2025	\$147.30	October 25 Cell - Admin
46527	TINCHER ADRIANNA	11/12/2025	\$90.00	Refund 10/16 & 10/17 Charges - Discovery
46528	TRANSTRASH	11/12/2025	\$2,392.97	OCTOBER 2025 GARBAGE - SOFTBALL
46529	VERMONT SYSTEMS INC	11/12/2025	\$1,160.71	Oct-Dec MID Fees - Admin
46530	WAGNER, SAMANTHA	11/12/2025	\$90.00	Refund 10/16 & 10/17 Charges - Discovery
46531	WHITE CAP, L.P.	11/12/2025	\$13,190.40	Crack Seal Material for Trails - Capital
	Total Checks		\$386,335.91	
	Credit Cards		\$26,468.76	
	Payroll 11/7/25		\$113,963.11	
	Payroll 11/21/25		\$109,443.41	

The motion to adjourn the meeting was made at approximately 5:50 p.m. Motion by Commissioner Mudder and seconded by Commissioner Scott. Motion passed 5-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke
Park Board President









November 10 2025 board minutes

Final Audit Report

2025-12-10

Created:	2025-12-09
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAY9QgfnrP3t1DKF4hf_kyOFJstJ6cFtu-

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