

Mandan Park District

Board Meeting Minutes

March 9, 2026

The Board of Park Commissioners met on Monday, March 9, 2026, at City Hall, 205 2nd Ave NW, in the Bosch Froelich Room.

Attendees:

Park Commissioners: Vice President Miles Mehlhoff, Commissioner's Stan Scott, Jen Forehlich, and Layn Mudder

Park District Staff: Cole Higlin and Kelly Thomas

Vice President Mehlhoff 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 February 9, 2026, regular meeting minutes. Motion passed 4-0.

Item #1

Executive Director Higlin presented the bids for diamonds 11 & 12 to be converted to synthetic turf. Executive Director Higlin stated that the Mandan Baseball Club signed the amended agreement that Attorney Ruff developed that stipulates that the Mandan Baseball Club is responsible for all costs associated with diamonds 11 & 12 construction. Executive Director Higlin recommends awarding the bid to Northwest Contracting in the amount of \$1,995,666. Motion by Commissioner Scott and second by Commissioner Mudder to award the bid to Northwest Contracting in the amount of \$1,995,666 for the construction of diamonds 11 & 12. Motion passes 4-0.

Item #2

Community Engagement Manager Thomas requested approval to amend the 2026 budget in the amount of \$25,422 to meet the federal requirements for digital accessibility rules for the website and other digital platforms. Community Engagement Manager Thomas recommends awarding the RFP to Civic Plus which includes a new website, DocAccess, and Audio Eye for the first year. After the first year we will have annual expenses of \$8,600 to maintain the ADA requirements of our digital platforms. Motion by Commissioner Mudder and seconded by Commissioner Froehlich to award and amend the general fund budget for the digital accessibility requirements in the amount of \$25,422. Motion passes 4-0.

Item #3

Executive Director Higlin presented the JLG general release and settlement agreement relating to the ADA design violations that the Park District received in the fall of 2024. The settlement agreement is for \$25,000 and releases JLG from any future ADA claims at the Starion Sports Complex. Attorney Ruff has given his support to approve and sign off the settlement and release agreement. Motion by Commissioner Froehlich and seconded by Commissioner Scott to approve the JLG settlement and release agreement as presented. Motion passes 4-0.

Item #4

Executive Director Higlin presented the 2025 annual report. The report will be on the district website for the public to review.

Item #5

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

Check Summary Register

11000 STARION FINANCIAL

46683	ABOVE & BEYOND STEAM CLEANING	03/10/26	\$431.75	Clubhouse carpet cleaning - PW
46684	ADVANCED BUSINESS METHODS INC	03/10/26	\$273.13	March 2026 copier maintenance fee - Admin
46685	ALL AMERICAN ARENA PRODUCTS	03/10/26	\$1,334.83	Line pro paint stick - SSC
46686	BRENDEL'S CONCRETE COATINGS INC	03/10/26	\$7,800.00	Installation of Garage Seal Krete System at warming house -
46687	BULLINGER TREE SERVICE	03/10/26	\$6,000.00	Tree removal at Teamsters Park - Capital Improvement
46688	CAPITAL TROPHY INC	03/10/26	\$487.20	Staff coolers - Marketing
46689	CARLSON & STEWART REFRIGERATIO	03/10/26	\$3,840.00	Added oil to compressor - SSC
46690	CENTRAL MECHANICAL INC	03/10/26	\$532.24	ADA Water Fountain - SSC
46691	CITY OF MANDAN	03/10/26	\$1,008.96	January 26 unleaded and diesel - Parks
46692	COLE PAPERS INC	03/10/26	\$576.44	Hand soap - SSC
46693	DIRK PLUMBING & HEATING INC	03/10/26	\$14,930.00	Water heater for PW - Golf Course Improvement Project
46694	ETSYSTEMS INC	03/10/26	\$135.00	Increased differential pressure on boiler - SSC
46695	PARKLAND USA CORPORATION	03/10/26	\$2,042.56	Fuel - PW
46696	FITTERER SALES	03/10/26	\$247.86	Propane - SSC
46697	FORTE	03/10/26	\$8,664.74	Security camera upgrades for PW & MM - Golf Course Improv
46698	HR COLLABORATIVE	03/10/26	\$1,050.00	HR 2026 collaborative conference - Cole - Admin
46699	INNOVATIVE OFFICE SOLUTIONS	03/10/26	\$130.58	Paper, pens - Admin
46700	JACOBSMEYER, SIERRA	03/10/26	\$178.86	Jan 26 mileage reimbursement - MAC
46701	JOHS, CASEY	03/10/26	\$191.35	Jan 26 cell phone reimbursement - Rec
46702	KLJ ENGINEERING LLC	03/10/26	\$29,000.06	Engineering design fields 11 & 12 - Youth Baseball Complex
46703	MANN SIGNS INC	03/10/26	\$2,880.00	Dogipot updated signs - Marketing
46704	MID-AMERICAN RESEARCH CHEMICAL	03/10/26	\$172.38	Citronella - Parks
46705	MINT BRAND MARKETING	03/10/26	\$540.00	Annual website hosting renewal fee - Marketing
46706	NELSON AUTO CENTER	03/10/26	\$46,600.05	GMC Sierra 2026 red pickup - Capital Improvement
46707	NORTHERN TROPHY & SILK SCREENI	03/10/26	\$7,819.56	Pee wee/Tball shirts - Baseball
46708	NRG TECHNOLOGY SERVICES	03/10/26	\$3,296.59	March IT services - Admin
46709	PLASTIC RECYCLING OF IOWA FALL	03/10/26	\$1,274.40	Memorial bench - MM
46710	RECSUPPLY	03/10/26	\$17,152.36	Floorline rolls - RR
46711	SAMPSON CARPENTRY, LLC	03/10/26	\$26,813.72	90% Progress pmt for PW interior renovation - Golf Course
46712	STEINS INC	03/10/26	\$256.55	Cleaner, doodlebug pads - SSC
46713	SVL SERVICE CORPORATION	03/10/26	\$1,314.00	Repair boiler - SSC
46714	TEN SERVICES INC	03/10/26	\$1,135.00	Crane rental - youth baseball complex shed - Parks
46715	THOMAS, KELLY	03/10/26	\$129.75	February 26 Cell phone reimbursement - Admin
46716	YEADON FABRIC DOMES LLC	03/10/26	\$6,042.41	Dome repairs - MTC
62077e	ERVS JANITORIAL	03/10/26	\$889.00	February office cleaning - Admin
	Total Checks		\$195,171.33	
	Total Credit Cards		\$ 47,349.74	
	Payroll 3/13/26		\$107,480.05	
	Payroll 3/27/26		\$109,358.25	

The motion to adjourn the meeting was made at approximately 6:21p.m. Motion by Commissioner Scott and seconded by Commissioner Mudder. Motion passed 4-0.

Cole Higlin

Cole Higlin
Clerk, Mandan Park District

Wade Meschke

Wade Meschke (Apr 14, 2026 11:57:10 CDT)

Wade Meschke
Park Board President









March 9 2026 board minutes

Final Audit Report

2026-04-14

Created:	2026-04-14
By:	Kelly Churchill (kchurchill@mandanparks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAacU5NRqKjUjl6qE6x_TUUgq-8YydCYos

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