

Mandan Park District
Board of Minutes
May 13, 2013

The Board of Park Commissioners duly met in regular session on Monday May 13, 2013 at Mandan City Hall. Those present were President Arenz, Vice President Porter, Commissioners Allan, Keller, Knoll, and Legal Counsel Arlen Ruff.

President Arenz called the meeting to order at approximately 5:30pm, CDT. President Arenz asked for approval on the minutes from the April 8, 2013 regular meeting. A motion was given by Commissioner Keller & seconded by Commissioner Knoll, to approve the minutes as stated. The motion carried the approval of the board.

Public Hearing:

Director Higlin summarized the public survey that was emailed to all contacts within the park district, placed on district website and facebook pages, we received over 300 response. The survey demonstrated that 70% felt smoke bothered them a lot or a little, 29% said smoking does not bother them all. All of our facilities received 60% support to make all of our facilities smoke free. Athletic fields, concessions and bleachers received the highest support receiving 80% yes votes. President Arenz asked if anyone from the public would like to comment on this issue. Zara Laber, a student at Custer Elementary, stated she does not like smoking in the parks because she likes to play and wants everyone to be safe.

Shawna Laber, a resident of Mandan, stated she does not like smoking around children as it is not a positive role model for young children as the parks are a designated place for children to play.

Jim Huber, a resident of Mandan, is not opposed to smoking in parks. He is a smoker himself but says that he has respect towards others and will not smoke around people who do not want it around. He said smokers need to have some kind of rights too.

Jack Jones, with the Mandan Softball Association, is not opposed to smoking in the parks. He said softball is an adult activity and smoking should be allowed in the park while players are not in the field or dugout. He said smoking has never been an issue for anyone within the softball association. Most people that smoke have the common courtesy to walk far enough away from others while smoking.

Unfinished Business #1: Request from GO Bismarck/Mandan on tobacco free policy. Director Higlin stated in the past 5-7 years we as a staff already have no smoking currently at our Youth Baseball Complex, Memorial Ball Park, Dakota Centennial Park bleachers & Raging Rivers. We already done those because of complaints previously received & issues associated with that facility. The only new areas that would be affected by this new policy would be the parks & green space, adult softball fields & the soccer complex. Director Higlin, Dave Frueh and Jack Jones have not had any complaints about smoking in any of our parks. President Arenz stated that, if it's not broken, why fix it? It may cause issues we don't currently have. Several motions were made that did not get a 2nd. Commissioner Knoll asked to table the issue at this time and bring it up at a later date. President Arenz removed himself from Presidency and had Vice President Porter take over the meeting to make a motion. President Arenz motioned to support the current facilities that are smoke free, youth baseball complex, Memorial Ballpark, Dacotah Centennial Park bleachers, and Raging Rivers, Seconded by Commissioner Keller, all voting yes, motion passes.

Unfinished Business #2: Update on recycling program. Brad Olson will be starting the recycling program by collecting aluminum cans at Prairie West Golf Course and probably carry into the Municipal Golf Course as well. Until we have a place to take plastics, paper and other types of recycling items and once the city adopts the city wide recycling program then it will make it easier for us to dispose of and where to take the recycled items, plastics specifically. Once we review how the golf courses' recycling program was supported, then we will see how well it's going to work for the rest of our facilities. As far as the adult playground equipment, Mike will provide estimates for our 2014 budget retreat for discussion and to compare the costs with our existing playgrounds replacement program.

Unfinished Business #3a: Update on PWGC Irrigation project. Midwest construction started on April 29th. They worked 9 days putting in the main line pipe. These are the 4" & 6" pipes and they were able to get about 30% done. The pump station is about 90% complete with the new touch screen system. They are back as of today, May 13th and will work for another 9 days. So far, the comments received about this project have been really positive. Completion date was pushed back 30 days due to weather. Director Higlin also asked for approval of the first invoice from Midwest for \$476,141.04 Commissioner Knoll made a motion to approve this invoice, seconded by Commissioner Allan. A roll call was taken with board members present, all voting yes. Motion passes.

Unfinished Business #3b: Update on Softball multi-purpose building. Mike Zerr commented that the building is looking great. They should start the brick this week and the inside is about 80% done. The water and sewer lines are to arrive this week.

New Business #1: Commissioner Keller updated the board on the Public Hearing from the comprehensive land use plan. Residents would like to see new trails in the northwest part of Mandan tying into Lohstreeter housing development. Some requested a public boat ramp but that would have to be approved through the Corp of Engineers.

New Business #2: Consider for approval Employee Assistance Program. Gaye Niemiller stated that Sanford Health discontinued their employee assistance program. She asked approval of the board to switch to St Alexius' Employee Assistance Program. Vice President Porter made a motion to support the change to St Alexius' Employee Assistance Program, seconded by Commissioner Allan. A roll call was taken with board members present all voting yes. Motion passes.

New Business #3: Consider for approval a lease agreement with Chuck Tomac on recent 47 acre land purchase. Director Higlin stated the lease will be \$500.00 annually and they felt a one year lease was appropriate. Commissioner Keller made a motion to approve the lease agreement with Chuck Tomac for \$500 for one year, seconded by Commissioner Knoll. A roll call was taken with board members present all voting yes. Motion passes.

New Business #4: Consider for approval resurfacing bids for Millennium trail. Director Higlin stated that Brett Gurholt with Kadmas, Lee & Jackson was the engineer on the project and was present to answer any questions. Director Higlin also stated that the park district was awarded a grant for \$129,000, engineer services are \$27,000 and low bid was \$244,000. The bid was higher than the engineers' estimate which does not increase our grant from the NDDOT. The local

match at the 20% did increase from the estimated \$67,000 to \$115,000, the local cost being \$142,620. Commissioner Knoll made a motion to approve the bid to Northern Improvement in the amount of \$244,620 and to have 20% local share special assessed back to the park district and engineering, seconded by Vice President Porter. A roll call was taken with board members present all voting yes. Motion passes.

New Business #5: Consider for approval to apply for the ND Tourism Grant for Raging Rivers improvements. Raging Rivers applied for grant to make improvements to the kiddie pool area. Commissioner Keller recommended approval of the application submitted for the expansion of the family activity pool area, seconded by Commissioner Knoll. A roll call was taken with board members present all voting yes. Motion passes.

New Business #6: Consider for approval refinancing special assessments. Our current special assessments are currently around \$593,000 with payments commencing through 2027. Interest ranged from 2.74% to 6.10%, averaging around 4.45%. If special assessment payments were not refinanced, we would be paying \$170,000 in interest. Starion Financial is willing to give us a 5 year loan at 2.85% with our payment being around \$128,000 and our total interest being paid at \$51,500 as an unsecured loan. Wells Fargo also offered a 5 year loan at 2.8% payments right around \$128,000, with interest being a little over \$50,000. Wells Fargo would like this loan secured by the CD's we currently have with them. Our annual payments right now are running right around \$100,000 & \$150,000. The board thought going the unsecured route would be a better option rather than tying up the CD's, just in case something happened and we would need to utilize the money that is in the CD's. Vice President Porter made a motion to proceed paying off the special assessments using financing through Starion at the 5 year rate of 2.85%, seconded by Commissioner Allan. A roll call was taken with board members present all voting yes. Motion passes.

New Business #7: 2014 budget timeline and retreat selection: July 8th is a tentative date for the retreat. Director Higlin will be sending out an email for confirmation on this date.

Staff and Commissioner Reports: Director Higlin stated they are working on an issue with Mitzel builders at hole #15 at PWGC. There is a piece of property the park district owns that we lease from the Lower Heart Resource District and they removed roughly 50-75 trees that were on our property. We are in the process of negotiating trying to get some of those trees replaced. Gaye Niemiller stated the loan that had been executed in November for the Irrigation project, only partial was taken out. Gaye contacted the bank and the rest of the money has been transferred in so that payment will be covered. Mike Zerr stated he is working on sprinklers and trying to get water going. Dave Frueh is meeting with Daktronics on the Memorial Ballpark scoreboard as they are having some issues with it. Brad Olson stated that the golf courses opened on the 3rd of May and play has been really good. Season tickets unfortunately are way behind last years'. Vice President Porter stated that he supports the Archery Range Project and requested Director Higlin to contact Mr. Hilfer and invite him to next month's meeting. Commissioner Knoll stated that she thinks we should keep the Archery Range name and add a plaque with the family's name and picture on it to honor him. She also thinks we should create a naming rights policy. Director Higlin will set up a meeting with Mr. Hilfer and Commissioner Knoll to discuss the naming rights of the archery range.

The next agenda item was approval of the monthly bills, a motion by Commissioner Knoll, seconded by Commissioner Keller. Roll call vote was taken with all commissioners voting yes. Motion passes.

38161	ADVENTURELAND VIDEO	\$6.00
38162	MARCY ALDINGER	\$100.00
38163	ARMOR INTERACTIVE	\$370.00
38164	BASIN TELECOMMUNICATIONS	\$19.95
38165	BIS-MAN CHAMBER OF	\$295.00
38166	BROWN AND SAENGER	\$746.36
38167	CENTURY LINK	\$220.08
38168	CITY OF MANDAN	\$16,952.78
38169	D & E SUPPLY COMPANY	\$411.43
38170	DAKOTA FENCE	\$5,000.00
38171	DAKOTA FIRE STATION	\$90.50
38172	DAKOTA SCREEN ARTS INC	\$1,794.35
38173	AIMEE DELZER	\$40.00
38174	DIRK PLUMBING & HEATING INC	\$10,713.45
38175	DSCHAAK, JOHN	\$950.00
38176	ELECTRIC SYSTEMS INC	\$4,680.00
38177	ELECTRO WATCHMAN INC	\$550.00
38178	F.I.R.S.T.	\$1,330.75
38179	GRAY OIL COMPANY	\$539.58
38180	GREAT PLAINS SECURITY	\$305.00
38181	BRAD & GWEN HAUFF	\$100.00
38182	I GEAR	\$1,287.00
38183	IRRIGATION DESIGN	\$0.00
38184	J.T. FIRE, LLC	\$105.00
38185	JANE WINKLER CONCESSIONS	\$300.00
38186	KANSAS STATE BANK OF	\$18,274.89
38187	KELSCH KELSCH RUFF & KRANDA	\$428.00
38188	LIBERTY BUSINESS SYSTEMS	\$77.50
38189	MAGIC CITY YOUTH BASEBALL	\$150.00
38190	MANDAN HOCKEY CLUB	\$670.31
38191	MANDAN NEWS	\$33.00
38192	MISSOURI VALLEY PETROLEUM	\$215.34
38193	MONTANA DAKOTA UTILITIES	\$2,467.22
38194	JENNIFER MOORE	\$20.00
38195	MUNICIPAL GOVERNMENT	\$100.00
38196	NDACO RESOURCES GROUP	\$1,890.23
38197	NELSON, LAURA	\$20.00
38198	NORTHERN TROPHY &	\$51.90
38199	BRAD OLSON	\$846.58
38200	ROBERT & CHERI PALMER	\$20.00
38201	PENNYS MUFFLER SHOP	\$290.65
38202	PEPSI	\$1,569.63

38203	PHOENIX CONSTRUCTION	\$44,871.00
38204	PURCHASE POWER	\$319.99
38205	PITNEY BOWES	\$126.42
38206	PREBLE MEDICAL SERVICES INC	\$150.00
38207	RIVARDS TURF AND FORAGE	\$3,476.40
38208	SEED CONNECTION	\$134.40
38209	STAR RINKS	\$225.00
38210	STARION INSURANCE	\$298.00
38211	SUPERIOR TECH PRODUCTS	\$20,131.50
38212	UNITED PRINTING	\$2,234.71
38213	UNIVERSAL ATHLETIC SERVICE	\$3,581.77
38214	US FOOD SERVICES INC	\$105.93
38215	VANCO SERVICES, LLC	\$68.80
38216	VERIZON WIRELESS	\$532.39
38217	VSA NORTH DAKOTA	\$460.00
38218	WASTE MANAGEMENT OF ND	\$804.52
38219	YAHAMA GOLF & UTILITY INC	\$50,984.00
38220	FLEX ONE	\$482.79
38221	WASHINGTON NATIONAL INS CO	\$14.60
38222	MIDWEST IRRIGATION	\$476,141.04

A Motion to adjourn the meeting at approximately 7:15pm was made by Vice President Porter and seconded by Commissioner Allan.



 Clerk, Mandan Park District



 President, board of Park Commissioners