

Mandan Park District  
Board Meeting Minutes  
July 11th, 2016

The Board of Park Commissioners duly met in regular session on Monday, July 11th, 2016 at Ed "Bosch" Froehlich Meeting Room, City Hall. Those present were President Arenz, Vice President Knoll, Commissioner Meschke, and Commissioner Hatzenbuhler.

President Arenz called the meeting to order at approximately 5:30 pm, CDT. President Arenz asked for approval of the minutes for June 13th, 2016 regular meeting and June 28th, 2016 special meeting. Motion was made by Vice President Knoll, seconded by Commissioner Hatzenbuhler. Motion passes.

**Unfinished Business:**

- Section 1.) Recap of communication plan for fireworks ban on district property. Director Higlin stated it was very successful and the staff did a good job of marketing. A lot of phone calls were received from residents who were happy about this. There were 7 citations issued.

**New Business:**

- Section 1.) Consider for approval electrical easement from MDU. MDU is trying to connect all electrical lines that are currently in place and with the new lines going to the family center. They are trying to loop the system so if the transformer located at the YMCA has problems and we have a transformer on our side of the property they could flip the switch so they could still provide electrical needs to both facilities. It is recommended to go through the sidewalk, the north south line on the right side of the parking lot. There would be no cost to the Mandan Park District. Motion was made by Vice President Knoll, seconded by Commissioner McPherson. Motion passes.
- Section 2.) Consider for approval Matching Grant requests. For 2016 we budgeted \$15,000 to assist with user-groups with unbudgeted items. We accept applications in January and June. Four applications were received. The matching grant committee recommends awarding the full amount requested by Dickinson Disc Golf Association/ND Disc Golf Association in the amount of \$5,000 for Sunset Park improvements. To redesign 24 hole course into 18 holes, upgrade tee signs and baskets, pour concrete tee pads. The full amount requested by the Mandan Soccer Club (elementary age) in the amount of \$2,417.44 to replace 3 soccer goals on youth fields. The full amount requested by the Mandan Horse and Saddle Club in the amount of \$1,750 to replace windows at the crow's nest, and \$2,000 out of the \$10,000 requested by the Mandan Booster Club, due to discrepancies within their grant.

Authorization of payment of the monthly bills. Motion made by Commissioner McPherson, seconded by Commissioner Hatzenbuhler. Motion passes.

**MANDAN PARK DISTRICT**

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**\*Check Summary Register©**

July 2016

| Name                           | Check Date               | Check Amt |                               |
|--------------------------------|--------------------------|-----------|-------------------------------|
| <b>11000 STARION FINANCIAL</b> |                          |           |                               |
| Paid Chk# 040530               | ADVANCED BUSINESS METHOD | 7/12/2016 | \$1,051.06 COPIER CANON PW    |
| Paid Chk# 040531               | BISMARCK-MANDAN CVB      | 7/12/2016 | \$40.00 CVB ANNUAL MEETING    |
| Paid Chk# 040532               | BROWN AND SAENGER        | 7/12/2016 | \$218.75 BATTERIES SUPPLIES   |
| Paid Chk# 040533               | BSN SPORTS               | 7/12/2016 | \$814.38 YOUTH JERSEY         |
| Paid Chk# 040534               | C S DOORS INC            | 7/12/2016 | \$188.47                      |
| Paid Chk# 040535               | CAPITAL CITY RESTAURANT  | 7/12/2016 | \$296.75 THERMOSTAT FOR GRILL |
| Paid Chk# 040536               | CASTLE BRANCH INC        | 7/12/2016 | \$100.00 BACKGROUND CHECKS    |

|                  |                             |           |                     |                                |
|------------------|-----------------------------|-----------|---------------------|--------------------------------|
| Paid Chk# 040537 | CENTURY LINK                | 7/12/2016 | \$122.83            | PHONE BILL                     |
| Paid Chk# 040538 | CORPORATE CLEAN, LLC        | 7/12/2016 | \$1,700.00          | CLEANING SERVICES              |
| Paid Chk# 040539 | D & F TELEPHONE             | 7/12/2016 | \$50.00             | HOOK UP FOR TICKET SALES       |
| Paid Chk# 040540 | DEAN FOODS NORTH CENTRAL    | 7/12/2016 | \$1,099.02          | CREDIT ON ACCOUNT              |
| Paid Chk# 040541 | NAOMI ERDAHL                | 7/12/2016 | \$193.29            | mileage                        |
| Paid Chk# 040542 | FERGUSON WATERWORKS         | 7/12/2016 | \$2,450.00          | gsp plan                       |
| Paid Chk# 040543 | GREAT PLAINS SECURITY       | 7/12/2016 | \$480.00            | cecurring annual payment       |
| Paid Chk# 040544 | GREENLIGHT SYSTEMS          | 7/12/2016 | \$795.33            | rest of payment on invoice for |
| Paid Chk# 040545 | HAAG SIGNS, INC             | 7/12/2016 | \$3,908.00          | PARKS/PLAYGROUND/SOFTBALL SIGN |
| Paid Chk# 040546 | HAWKINS INC                 | 7/12/2016 | \$8,554.86          | CHEMICAL TESTING               |
| Paid Chk# 040547 | HOOTER & SCOOTER            | 7/12/2016 | \$2,189.00          | GOLF CART RENTAL               |
| Paid Chk# 040548 | HP INC                      | 7/12/2016 | \$197.01            | MONITOR FOR CASEY              |
| Paid Chk# 040549 | IMAGE PRINTING INC          | 7/12/2016 | \$155.08            | ENVELOPES                      |
| Paid Chk# 040550 | GLENDIA JANZ                | 7/12/2016 | \$44.00             | LAMINATED SIGNS FOR CONCESSION |
| Paid Chk# 040551 | KELSCH KELSCH RUFF&KRANDA   | 7/12/2016 | \$215.00            | LEGAL FEES                     |
| Paid Chk# 040552 | KIMS APPLIANCE SERVICE INC  | 7/12/2016 | \$90.00             | FRYER NOT LIGHTING             |
| Paid Chk# 040553 | KUNTZ, TOBY                 | 7/12/2016 | \$371.69            | GRILL FOR CONCESSIONS          |
| Paid Chk# 040554 | LILLIS ELECTRIC INC         | 7/12/2016 | \$427.60            | REPAIR UNDERGROUND BREAKER EAT |
| Paid Chk# 040555 | MAHLUM GOODHART, INC        | 7/12/2016 | \$10,650.00         | 2015 AUDIT FEES                |
| Paid Chk# 040556 | MANDAN PUBLIC SCHOOLS       | 7/12/2016 | \$60.00             | SUMMER REGISTRATIONS           |
| Paid Chk# 040557 | MATHISON COMPANY            | 7/12/2016 | \$139.20            | DISTRCT POSTERS                |
| Paid Chk# 040558 | MONTANA SULPHUR &           | 7/12/2016 | \$1,400.00          | sulfer                         |
| Paid Chk# 040559 | MTI DISTRIBUTING INC        | 7/12/2016 | \$2,434.86          | MOWER PARTS                    |
| Paid Chk# 040560 | ND ASA                      | 7/12/2016 | \$352.95            | PLAYERS TIYTH FAST PITCH       |
| Paid Chk# 040561 | NORTH DAKOTA GOLF           | 7/12/2016 | \$1,380.00          | MEMBER FEES                    |
| Paid Chk# 040562 | NORTH DAKOTA INSURANCE      | 7/12/2016 | \$15,794.43         | 07/01/2016-06/30/2017 POLICY   |
| Paid Chk# 040563 | NDACO RESOURCES GROUP       | 7/12/2016 | \$1,065.33          | MONTHLY FEES                   |
| Paid Chk# 040564 | NORTHERN TROPHY &           | 7/12/2016 | \$4,964.16          | TENNIS SHIRTS                  |
| Paid Chk# 040565 | OFFICE OF THE STATE AUDITOR | 7/12/2016 | \$100.00            | AUDIT REVIEW                   |
| Paid Chk# 040566 | PEPSI BEVERAGES COMPANY     | 7/12/2016 | \$15,650.53         | POP                            |
| Paid Chk# 040567 | PETTY CASH                  | 7/12/2016 | \$30.00             | SENIOR GAMES                   |
| Paid Chk# 040568 | PITNEY BOWES                | 7/12/2016 | \$117.00            | METER                          |
| Paid Chk# 040569 | NICOLE SCHERR               | 7/12/2016 | \$27.54             | MILEAGE 7/3-7/23/16            |
| Paid Chk# 040570 | SEED CONNECTION             | 7/12/2016 | \$320.00            | CASE OF SEEDS                  |
| Paid Chk# 040571 | SH IMMERSIVE ENFIRONMENTS   | 7/12/2016 | \$1,200.50          | LIONS PARK SIGN                |
| Paid Chk# 040572 | SKEELS ELECTRIC             | 7/12/2016 | \$1,040.13          | STADIUM LIGHT REPAIR           |
| Paid Chk# 040573 | SPOT A POT INC              | 7/12/2016 | \$82.86             | PORTABLE TOILETS               |
| Paid Chk# 040574 | STRATA CORPORATION          | 7/12/2016 | \$231.88            | CONCRETE FOR DOG PARK FOUNTAIN |
| Paid Chk# 040575 | SUPERIOR LAMP INC           | 7/12/2016 | \$257.52            | LIGHTING PRODUCTS              |
| Paid Chk# 040576 | US FOOD SERVICES INC        | 7/12/2016 | \$21,032.20         |                                |
| Paid Chk# 040577 | VANCO SERVICES, LLC         | 7/12/2016 | \$17.75             | PROGRAM FEES                   |
| Paid Chk# 040578 | WINFIELD SOLUTIONS LLC      | 7/12/2016 | \$127.65            | rest of balance as paid with c |
| Paid Chk# 040579 | YAMAHA GOLF & UTILITY INC   | 7/12/2016 | \$51,139.62         | SHORT TERM LEASE MM            |
|                  | <b>Total Checks</b>         |           | <b>\$155,368.23</b> |                                |

|                 |              |
|-----------------|--------------|
| 7/1/16 Payroll  | \$106,094.12 |
| 7/15/16 Payroll | \$ 95,801.96 |
| 7/29/16 Payroll | \$ 97,298.94 |
| 7/15/16 US Bank | \$ 36,333.95 |

Future meeting dates will be July 11<sup>th</sup> at 6:00pm, Budget Retreat. July 15th is to approve Bid Package #3. Next upcoming regular meeting will be August 8, 2016 at 5:30 pm at City Hall.

Motion to adjourn the meeting at approximately 5:48pm. Motion made by Commissioner McPherson, seconded by Vice President Knoll.

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Cole Higlin  
Clerk, Mandan Park District

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Jason Arenz  
President, Board of Park Commissioner