



Wednesday, January 9<sup>th</sup>, 2019  
Grafton Parks & Recreation Board Room  
715 West 5<sup>th</sup> Street  
Grafton, ND 58237  
5:15 p.m.

## Minutes:

- I. Call to Order by Ryer Stark at 5:15 PM
- II. Board Members Present:
  - A. Board Members Present: Scott Hills, Cory Burns, Todd Storey, Ryer Stark, Jessica Tanke
  - B. Staff Present: Bill Dahl, Matt Opegard, Keith Blattenbauer
  - C. Media Present: Todd Morgan
- III. Ryer asked if there were any additions or deletions to the agenda. Matt moved the Recreation Manager's Report a head of the Director's Report since Keith needed to get to a baseball league meeting. Ryer added the Schumacher Park Outdoor Rink to the arenas section for discussion.
- IV. Ryer asked for an approval of the minutes from the December 12<sup>th</sup> board meeting. Cory made a motion to approve the minutes from the December board meeting. Jess seconded, motion passed all approved. Ryer asked for a motion for the authorization of expenditures as listed. Scott made a motion to approve the expenditures. Seconded by Todd, motion passed all approved to pay bills as listed. The December bank statement report was issued for the board to review.
- V. Reports:
  - A. Recreation Manager
    - i. Keith reported that Parent & Toddler currently has 7 registered for the winter session, which started yesterday.
    - ii. The gymnastics performance at the high school basketball games went well. Keith explained that there were plenty of helpers and he was very grateful to have all of them for the performances.
    - iii. Keith has added 10 Public Skating events from this weekend until the ice comes out in March. A list of dates can be found on Grafton Parks & Recreation's website and Facebook page.
    - iv. Keith reported that registration for dodgeball is now online. Six person teams will consist of at least 2 men and 2 women the other 2 teammates can be either men or women. Teams will compete Wednesdays at 6:15pm starting February 6<sup>th</sup>. Team registration costs \$150 and the league will last 8 weeks. Alcohol will be permitted to be brought into the Armory for dodgeball. Todd asked if there was a rule if a team does not have enough men, enough women, or enough teammates to play. Keith explained that the rule will be that the team with the proper number of players will have the decision if they want to play or not. If they decide to play, then the game will be played and counted towards standings. If they decide to not play, the team with the proper number of members present will receive an automatic win.
  - B. Director
    1. Parks
      - i. Bill thanked Jess for hosting the Park Board Christmas Party. Everyone liked the relaxed get together.

- ii. Bill thanked Todd Morgan for the editorial named "Skate to your heart's content" that was published in the January 2<sup>nd</sup> Walsh County Record. The editorial explained different recreation opportunities that Grafton Parks & Recreation has been able to offer to its citizens while continuing to be a small portion of their tax burden. A copy of the article was handed out to the board members.
  - iii. Bill presented bids that were received for the repairs of the shop roof. Pastorek Construction's bid was for replacing the rock roof with new tar paper and rock for \$22,750. Insulation Place's bid was for removing the rock roof and seal with exterior foam with an R-14 value for \$11,420. The board discussed the two bids and mentioned that the Insulation Place foamed the office building roof in 2016. Bill explained that the roof fund that was started for roof repairs has enough to cover the repair of the shop roof. Jess made a motion to accept the bid from Insulation Place to have the shop roof repaired this spring. Cory seconded, motion passed all approved.
  - iv. Bill reported that the Leistikow Park roads are officially closed for the winter. The roads will reopen sometime in the spring.
2. Pool: (nothing to report)
3. Campground:
- i. Bill reported that all of Gladen's campers have moved out except one. Gladen has been invoiced for their stay and will be continued to be billed for the 1 camper that remains. Scott asked about campground electrical usage. Bill explained that the meter was read earlier this week and that very minimal electricity has been used since December 17<sup>th</sup>.
4. Athletic Fields: (nothing to report)
5. Arenas
- i. Bill reported that warranty work had been performed at the Centennial Center in the last week. The electric lock plate assembly on the north and east doors had hardware that was coming loose causing screws to fall out and the mechanism to jam, not allowing the door to open. New lock plate assemblies were installed. The panic bars will be put in the unlock positions during high traffic events.
  - ii. Bill explained that more warranty work will be performed, due to incorrect motion sensors that were installed in the lobby with maximum ceiling heights of 12 feet. After checking the specs, the sensors were supposed to be rated for 40 feet. Bobby Hepper-Olson and State Side Electric have been contacted and the issue will be resolved by the end of January.
  - iii. Bill reported that 70 of the acoustic panels have been installed in the lobby. There has been a significant reduction in the echo. More panels will be installed next week.
  - iv. Spreadsheets containing a list of the Centennial Center Utility usage from 2016, 2017, and 2018 was presented to the board. The board reviewed the spreadsheets and Bill explained that electrical, water, and gas usage are down even though the electrical costs are way up. Bill explained that the kitchen electrical usage is being monitored and presented the idea of passing the cost onto the Blue Line Club. The board agreed as long as their rent is waved. Bill and Matt will come up with a new agreement with the Blue Line Club for the 2019-2020 season. Scott asked if there was any update from Russ. Bill explained that Russ has not gotten back to him, but the power department is short staffed after losing an employee this fall. Scott asked if it was time to start talking to Nick or counsel members. Bill agreed that a meeting should be set up with Nick. Bill will reach out to Russ and Nick before the February Park Board Meeting and report back.

- v. Bill reported that the Upper Valley Special Education will be renting the lobby for a workshop on Monday, January 21<sup>st</sup>. They will need seating for 120 employees.
  - vi. Ryer asked if there was a shovel that could be left in the warming house at the outdoor rink that skaters could use. He had been hearing that skaters are using the nets to clear snow from the rink. Bill will mention it to Todd and make arrangements to have a shovel for skaters to use available in the warming house.
6. Elmwood: (nothing to report)

C. Business Manager

- i. Matt presented the 2018 Profit/Loss report to the board. There was a net income of \$35,000, due to the exceptional year at the campground, the inaugural corn maze, and new programming that Keith has come up with in 2018. Bill presented a couple ideas to allocate the funds, which included a lift for the Centennial Center that is needed to maintain the arena lights, update the advertising signs, and clean areas that are too high to use a ladder. Bill also mentioned having the siding replaced on the rental house, which is an eyesore. Matt asked the board to come up with ideas where they would like to allocate the funds and consider the ideas that were discussed. The board will bring all ideas to the February Park Board meeting for approval.
- ii. Matt asked Choice Financial, First United, and Bremer for current CD rates. Choice Financial quoted a 36 month for 2.85% and First United quoted rates for 3 different terms. Matt explained that Bremer is currently offering specials for shorter term CDs, but has not received an email back as to what the rates are at each term. Matt also explained that First United will be meeting next week to discuss their rates and they may have some short term specials as well. Matt will bring all of the rates to the February Park Board meeting for discussion and possible approval.

VI. Old Business:

VII. New Business:

VIII. Public Comments:

IX. Adjournment: Motion made by Cory, seconded by Scott to adjourn the meeting. Motion passed all approved. Meeting was adjourned at 6:00 pm.