



Wednesday, March 13th, 2019
Grafton Parks & Recreation Board Room
715 West 5th Street
Grafton, ND 58237
5:15 p.m.

Minutes:

- I. Call to Order by Ryer Stark at 5:16 PM
- II. Board Members Present:
 - A. Board Members Present: Todd Storey, Ryer Stark, Jessica Tanke
 - B. Board Members Absent: Scott Hills, Cory Burns
 - C. Staff Present: Bill Dahl, Matt Opegard, Keith Blattenbauer, Todd Janikowski
 - D. Media Present: Todd Morgan
- III. Ryer asked if there were any additions or deletions to the agenda. Jess added Water Safety Instructors to the Agenda. Matt mentioned that he met with a pool manager applicant and WSI training was one of the topics that was discussed. Matt added it to the Pool Manager Update under the Pool.
- IV. Ryer asked for an approval of the minutes from the February 13th board meeting. Todd made a motion to approve the minutes from the February board meeting. Jess seconded, motion passed all approved. Ryer asked for a motion for the authorization of expenditures as listed. Todd made a motion to approve the expenditures. Seconded by Jess, motion passed all approved to pay bills as listed. The February bank statement report was issued for the board to review.
- V. Reports: A. Director
 1. Parks
 - i. Bill handed out the latest flood forecast. Bill has started to clear show to campers and cabins that will need to be evacuated prior to a flood. Bill will evaluate options for moving the cabins. The board mentioned that Tom Anderson could be a possibility for moving the cabins. Bill reported that the flood insurance for the office building will be renewed for 1 more year.
 - ii. Bill reported the 5 options for siding bids that were received. The board reviewed the bids. Jess made a motion to hire Johnson Construction to reside the rental house this summer with a total cost of \$11,850. Todd seconded the motion, motion passed all approved.
 - iii. Bill explained the 2019 Z-Track mower bids. True North Equipment gave 2 options. One bid with turf tires and the other bid with puncture-proof tires. The turf tire option was priced \$600 less than the other options. Bill explained that the mower would have to experience 13 tire repairs before the puncture-proof tires would be worth it. Last year there were only 4 tire repairs between 2 mowers with turf tires. The board asked if the ride was any better with the puncture-proof tires. Bill had previously asked the summer seasonal employees about the ride and they did not see any difference between the mower with turf tires and puncture-proof tires. They did however see a difference between the standard seat and premium seat options. The ride with the premium seat was much better than the standard seat. The 2019 mower bids were both with the premium seat. Todd made a

motion to purchase the new 2019 Z-Track mower for \$4,000 after trade. Jess seconded the motion, motion passed all approved.

- iv. Bill reported that the shop furnace and ducting has been delivered. Todd Janikowski will start installing the ducting next week and the furnace will be installed prior to the shop roof work that will be performed by Insulation Place this April.
2. Pool:
- i. Bill reported that a path will be made to the pool next week to allow for the removal of equipment from the pool building.
 - ii. Matt reported that he met with a pool manager applicant and they discussed the concerns she had about the lifeguards not all being WSI certified. Matt explained that at \$250 per WSI certificate, Grafton Parks & Recreation cannot afford to WSI certify 9 to 12 lifeguards every other year. Swimming lessons could be reduced down to only 2 groups at 1 time to allow for 2 WSI lifeguards to run the class. The applicant also mentioned that she would like to start water aerobics and offer private lessons. Both could cover the cost of an additional WSI certificate. Jess asked if there could be any incentive for the lifeguards to get certified on their own, such as higher pay. Matt will look into that as an option. Matt explained that the applicant has plenty of past experience to be qualified for the pool manager position. Currently they need to agree on a salary before the applicant can be hired.
4. Campground:
- i. Bill reported that the electrical boxes will be removed from the campground in the next week.
5. Athletic Fields: (nothing to report)
6. Arenas
- i. Bill reported that Bob Blomquist has donated an all-terrain electric lift to Grafton Parks & Recreation. The board extended a thank you to Bob for the much needed lift.
 - ii. Bill explained that there is still a need for an indoor lift for the Centennial Center to get through a standard door, lift to 26', and fit between the penalty box and north arena wall. The cost of a refurbished lift with those specs is around \$11,000. The board discussed the need for the lift and refurbished vs non-refurbished used lifts. Jess made a motion to purchase an indoor lift at no more than \$12,000. Todd seconded the motion, motion passed all approved. Bill explained that he will look at all of the available used lifts and will try to find something less expensive if possible.
 - iii. Bill reported that the east overhead door at the Centennial Center has been resealed.
 - iv. The 35 year old arena ceiling fans have been replaced this week. Todd Janikowski explained that only 3 of the original fans turned on and would only operate at max speeds. The new fans can be slowed down and sped up without issue. A switch can be installed to allow the fans to reverse direction, but there was not enough time before the figure skating show to install the extra wire from each fan to the equipment room.
 - v. Jess asked if anyone looked into the High School goalie gear room light that does not work. Todd Janikowski explained that he was going to look into it, but does not have a key for that room. There were 2 people from the Blue Line Club that borrowed a ladder to replace a light bulb in that room, but that did not resolve the issue. The High School maintains that portion of the building and will need to contact an electrician to look into the issue. Todd will continue to look into the issue.
 - vi. Bill reported that the ice will be removed right after the skating show on Sunday, March 17th.
 - vii. The Youth Hockey Mega Raffle will be on the arena floor on March 23rd.

- viii. The Farm Safety Show will take place on the arena floor on April 3rd.
 - ix. The Grafton Volunteer Fire Department Smoker will take place on the arena floor on April 6th.
 - x. Ryer explained that Choice Financial is looking into a new location for an ATM that was replaced with a newer model and would like to consider the Centennial Center as the new location. The board agreed that having an ATM at the Centennial Center would be a great benefit to the concessions and future events that will be held at the Centennial Center. Ryer asked what kind of broadband connection would be available. Matt explained that it could have a dedicated line from the data center. Ryer will request the Centennial Center as the new location for the ATM.
7. Elmwood: (nothing to report)

B. Business Manager

- i. Matt reported that he will be starting on the 2020 budget and asked the board to start thinking of anything they would like to see added or projects that they would like funds allocated towards. Jess requested that fund to be considered for GaGa Pits to be added at the parks.
- ii. Matt reported that Brady Martz has not set a date yet for the 2018 audit. Brady Martz usually sets a date after they are done with the tax season.

C. Recreation Manager

- i. Keith reported that the Skating Show Programs have been completed and will be sold for \$3 each, which is \$1 less than last year. Program sponsors were solicited that payed for the Skating Show advertising and programs. All but 2 songs were sponsored for \$40 each and the back page was made into a sponsor page. A copy of the skating show program was passed around for the board to review.
- ii. Baseball and softball registration is online. Keith will be having a parents meeting on Sunday, March 31st where parents can register their kids for the programs and learn what is expected for the 2019 baseball/softball season. Keith is expecting more kids from the St. Thomas area this year.
- iii. The figure skating jump/spin belt down payment has been sent to JTN Construction for an April installation date. Two jump/spin belts will be installed that the Grafton Bridge & Private Advanced group have been fundraising to cover the costs. Last May Grafton Parks & Recreation received a \$5,000 grant from the Grafton Community Foundation for the installation of a jump/spin belt for the figure skaters. All funds spent on the installation of the jump/spin belts are from the fundraising efforts of the Bridge/Private Advanced group and the Grafton Foundation grant.
- iv. The Grafton Parks & Recreation Golf Scramble is set for June 7th. Keith will start soliciting for hole sponsors and teams.
- v. Keith is still looking for a soccer coach. Jess Monette does not want to instruct soccer this year and the high school Spanish teacher declined earlier this week. Keith will check with 1 more individual before asking Jess again. Keith explained that he will need a commitment soon so registrations can be released.

VI. Old Business:

VII. New Business:

VIII. Public Comments:

IX. Adjournment: Motion made by Jess, seconded by Todd to adjourn the meeting. Motion passed all approved. Meeting was adjourned at 6:05 pm.