



Wednesday, July 13th, 2022
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 5:15 PM
- II. Board Members Present:
 - A. Board Members Present: Ryer Stark, Scott Hills, Cory Burns, Jon Jelinek, Kristi Olson
 - B. Staff Present: William Dahl, Matt Opegard, Todd Janikowski, Gabbi Holand
 - C. Media Present: Todd Morgan
- III. Election of Officials:
 - A. Jon made a motion to nominate Ryer Stark as President. Scott seconded the motion, motion passed all approved.
 - B. Cory made a motion to nominate Scott as Vice President. Jon seconded the motion, motion passed all approved.
- IV. Ryer assigned committee chairs:
 - A. Facilities – Cory Burns
 - B. Programs – Jon Jelinek
 - C. Personnel – Kristi Olson
 - D. Budget – Scott Hills
- V. Matt asked for a motion for authorized signatures for bank accounts. Currently those approved for authorized signatures are Ryer Stark, Bill Dahl, and Matt Opegard. Scott made a motion to keep the authorized signatures the same. Jon seconded the motion, motion passed all approved.
- VI. Ryer asked if there were any additions or deletions to the agenda. No changes were made.
- VII. Ryer asked for an approval of the minutes from the June Park Board Meeting held on June 8th. Cory made a motion to approve the minutes from the June Park Board meeting. Kristi 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 Jon, motion passed all approved to pay bills as listed.
- VIII. Matt presented the June bank statement report for the Board to review.
- IX. Reports:
 - A. Recreation Report
 - i. Gabbi reported that swim lessons have been going well. Gabbi has been helping since more helpers are needed for the session 2 due to more kids registered.
 - ii. Gymnastics camp starts next week with low registrations, but Gabbi expects more to register last minute. Only 1 registered for Mommy & Me lessons. Gabbi asked the board if it would be ok to cancel Mommy & Me for the camp. Board agreed that it would not work to integrate into another level and needed more registered to go ahead with that age group.
 - iii. Gabbi reported that there was a near drowning at the pool Friday, July 1st. Police and ambulance were called to the pool. Gabbi has been meeting with

each lifeguard to review the video and stress the need to use head counts or any method needed to keep their attention on the people in the pool. The police took a copy of the video and found nothing criminal. Cory asked if there is any policy for number of kids to caretakers for daycares attending the pool. Matt responded that there is no daycare numbers policy, but we will develop one.

B. Facility

- i. Todd reported that the men's bathroom at the pool has been getting ruffed up. Kids have been pulling up on the sink counter causing the traps to come detached. Kids have also been pulling the shower piping off the wall.
- ii. The electric and plumbing work is almost done in Cabin 6. Bob Kringstad will inspect and finish the electrical next week. The painting of Cabins 3, 4, & 5 to match Cabin 6 is almost done.

C. Director

1. Parks

- i. Bill reported that the abstract has been completed, but the North Dakota Highway Department is still working on the easement. The least that they can do is reduce the landscaping easement to 30'. State will pay for the abstract. There are some boundary issues on the state side. KLJ will split their bill between Grafton Park Board and the State. The state has agreed to \$40 per acre.
- ii. The Leistikow Park Tot-Lot Merry-Go-Round has arrived. Park staff will work on the footing next week. The Board extended a thank you to the Grafton Kiwanis Club for their donation for the Merry-Go-Round.
- iii. Bill reported that Kristi went on a tour of all parks and facilities with him. Kristi noticed the need to fundraise and areas that need upgrades. Kristi suggested that we apply for the Thrivent grant and have Lee Martenez cook food for a free will offering in the park. Ryer mentioned that the Kiwanis were planning on having a picnic when the new Merry-Go-Round is ready in Leistikow Park. Kristi, Gabbi, and Ryer will work out the details for the fundraiser.

2. Campground:

- i. The campground profit/loss was distributed to the Board for their review.

3. Pool:

- i. Bill reported that the new pump motor came in with a total cost of \$3,500 with freight. Bill explained the need for a fundraiser for the outdoor pool.

4. Arenas: (Nothing to report)

5. Athletic Fields:

- i. The 8th Street Project has progressed to the plumbing ruff-in. Kutz & O'Brien is 2 weeks out from working on the ruff-in. Holland Construction will pour concrete when the plumbing ruff-in is completed.

6. Elmwood: (Nothing to report)

D. Business Manager

- i. Matt explained that at the last Personnel Committee Meeting that the committee agreed to give the Recreation Manager a raise when she had completed the Lifeguard Instructor certification. Since she completed the training in May, Matt asked for approval from the Board to raise her salary to \$40,000. After some discussion Kristi made a motion to increase the Recreation Manager's salary to \$40,000 retroactive to the completion of her certification. Jon seconded the motion, motion passed 3 to 1.

- ii. Matt asked for a date that works with the board for the Preliminary Budget Meeting from the 2023 budget. The deadline for the 1st reading is August 10th. The board agreed to meet on Wednesday, August 3rd at 5:15pm. Matt distributed a profit/loss for all accounts and explained some key differences between this year and last year.

X. Old Business:

XI. New Business:

- A. Jon asked the Park Board to attend the North Stars Youth Hockey Board Meeting on Monday, July 25th at 6:30pm at the Centennial Center Lobby. Jon explained that he was very impressed with how the meeting with the Ball Diamond Boosters went and thought a similar meeting with the Youth Hockey Board would be beneficial for explaining the rules and expectations with hopes that there will be less conflicts during the hockey season. The board agreed and those that can be there will be in attendance along with Bill, Matt, and Gabbi.

XII. Public Comments:

- XIII. Adjournment: Jon made a motion to adjourn the meeting. Kristi seconded the motion, motion passed all approved. Meeting was adjourned at 6:20 pm.